

Town Council Members

Valerie Coffey - 2011 ~ Janet Critz - 2013 ~ Lundeen Cureton - 2011

Peggy Neill - 2011 ~ Melody LaMonica - 2013

Town of Mineral Springs
Mineral Springs Town Hall
3506 S Potter Road ~ Mineral Springs
Town Council
Public Hearing / Regular Meeting
June 10, 2010 ~ 7:30 PM

Agenda

1. **Opening**

The meeting will be called to order, an invocation will be delivered, and the Pledge of Allegiance will be recited.

2. **Public Hearing – 2010-2011 Proposed Budget**

3. **Public Comments**

The Town Council will hear comments from members of the public on any matters of interest to them during this ten-minute period.

4. **Approval of Town Council Minutes and Monthly Reports**

The Town Council has been mailed copies of the May 13, 2010 and May 24, 2010 minutes, the April 2010 tax report, and the April 2010 finance report; the council will approve them if correct.

- A. May 13, 2010 Regular Meeting Minutes and May 24, 2010 Special Meeting Minutes
- B. April 2010 Tax Collector's Report
- C. April 2010 Finance Report

5. **Council on Aging**

Ms. Linda Smosky will make a brief presentation to the council and request funding for Council on Aging.

6. **Turning Point**

Ms. Naomi Herndon will make a brief presentation to the council and request funding for Turning Point.

7. **Hospice of Union County**

Mr. Wayne Berg will make a brief presentation to the council and request funding for the Hospice of Union County.

8. **Update on the Union County Transportation Committee**

Planning Board member Mike LaMonica will report to the council on the Union County Transportation Committee meeting that he attended.

9. **Consideration of 2009-2010 Non-Profit Funding Requests**

The council will consider approving funding for the non-profit agencies that have requested funding for the current fiscal year.

10. **Review of the Proposed Text Amendments to Article 8 (Signs) and Article 4 (General Provisions)**
The council will review the proposed text amendments to Article 4 and Article 8 of the Zoning Ordinance and consider conducting a public hearing in July or August.
11. **Consideration of 2009-2010 Budget Amendment**
The council will consider transferring funds from "Contingency" to allow increased expenditures in the "Community Projects" department.
12. **Consideration of the 2010-2011 Proposed Budget**
The town council will consider adopting the 2010-2011 budget ordinance (O-2009-xx) for the upcoming fiscal year beginning July 1, 2010.
13. **Consideration of the Union County Urban Forester Interlocal Agreement**
The council will consider approving the Union County Urban Forester Interlocal Agreement.
14. **Report on Staff Salary and Benefits**
Mayor Becker has prepared a salary and benefits report, which council has received; council will discuss these findings.
15. **Consideration of Audit Contract**
Council will consider a contract with Robert M. Burns, CPA, to conduct the FY2009-10 audit.
16. **Clean Water Management Trust Fund Capital Project Ordinance Amendment**
Council will consider amending the CWMTF Capital Project Ordinance to approve a stewardship endowment for perpetual monitoring of the conservation easement on part of the property.
17. **Other Business**
18. **Adjournment**

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Town Hall
3506 S. Potter Road
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May 13, 2010 ~ 7:30 PM

Minutes Draft

The Town Council of the Town of Mineral Springs, North Carolina, met in a Public Hearing and Regular Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 7:30 p.m. on Thursday, May 13, 2010.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Janet Critz, Councilwoman Lundeen Cureton, Councilwoman Melody LaMonica, Councilwoman Peggy Neill, Town Clerk/Zoning Administrator Vicky Brooks, Attorney Bobby Griffin, and Deputy Town Clerk Christina Squires.

Absent: Councilwoman Valerie Coffey and Tax Collector Libby Andrews-Henson.

Visitors: Charles Bowden, Pamela Caskey, Sheila Crunkleton, Barbara Faulk, and Helen Zapp.

With a quorum present Mayor Becker called the Regular Town Council Meeting of May 13, 2010 to order at 7:35 p.m.

1. Opening

- Mr. Jimmy Critz delivered the invocation.
- Pledge of Allegiance.

2. Public Hearing – Proposed Text Amendments

- Mayor Becker opened the public hearing on the proposed text amendments at 7:36 p.m.
- Zoning Administrator Vicky Brooks explained that the text amendment to Article 3 would allow a black vinyl fence on the sides and back [around a required erosion control pond in the downtown overlay] and the text amendment to Article 4 would eliminate junk vehicles in all zoning districts. Mayor Becker added that the way it is worded it will treat the entire town equally now rather than just residential districts.
- There were no public comments.
- Mayor Becker closed the public hearing on the proposed text amendments at 7:37 p.m.

3. Public Comments

- Mr. Charles Bowden – 6409 Pleasant Grove Road.

4. **Approval of Town Council Minutes and Monthly Reports**

A. **April 8, 2010 Regular Meeting Minutes**

- **Councilwoman Cureton** made a **motion** to approve the April 8, 2010 minutes as written and **Councilwoman Neill** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, LaMonica, and Neill
Nays: None

B. **March 2010 Tax Collector's Report**

- **Councilwoman Critz** made a **motion** to approve the March 2010 Tax Collector's report as written and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, LaMonica, and Neill
Nays: None

C. **March 2010 Finance Report**

- **Councilman Countryman** made a **motion** to approve the March 2010 finance report and **Councilwoman Critz** seconded.
- Councilwoman LaMonica questioned what the \$47,140.15 direct deposit was under the revenue details of bank transfers (it refers to electric franchise, video sales tax and telecommunications sales tax); are those receipts coming back to the town from those organizations. Mayor Becker responded "exactly". The electric franchise and the two sales taxes are dispersed quarterly by the State. Mayor Becker pointed out that on the other side of that page is the town's monthly general sales and use tax. Councilwoman LaMonica questioned the reference to the gross vehicle rental receipts coming in as a payment from Union County; is that again a portion that is returned to the town. Mayor Becker responded that was correct; it was actually adopted as a state law three or four years ago, which imposed a tax on short term vehicle rentals. This completely comes from Mineral Springs Grocery (the U-Haul place) and is collected by the county, because it is a county wide imposed tax and is then reimbursed by the county back to the locality that has the facility that does the rentals. It has been averaging \$75.00. Councilwoman LaMonica asked if it was a quarterly payment. Mayor Becker responded that it came in monthly and it is on the vehicle tax bill every month; the two disbursements from the county come is an EFT's [electronic funds transfer].
- Mayor Becker called for a vote on the aforementioned motion by Councilman Countryman, which was seconded by Councilwoman Critz. *The motion passed unanimously as follows:*

Ayes: Countryman, Critz, Cureton, LaMonica, and Neill
Nays: None

5. **Union County Arts Council**

- Ms. Barbara Faulk, Union County Arts Council representative thanked the council, on behalf of the Board of Directors, for their support of the organization. The Union

County Arts Council has been partnered with Mineral Springs since their incorporation in 1980. They have been a part of Mineral Springs for 30 years, in particular the education the Arts Council has provided for students in the Mineral Springs school area. The Union County Arts Council was founded to promote and encourage arts education throughout Union County; their mission is to serve the people of Union County by promoting the arts as an essential component of community life. The Union County Arts Council provides exemplary arts programs and services within the Union County schools. Ms. Faulk requested funding to directly support what they do for the students of Mineral Springs (Parkwood Middle/High School and Western Union). Ms. Faulk pointed out that a description of what is done specifically for Mineral Springs was presented to the council. For general information, Ms. Faulk explained that they serve 54 schools in Union County and when they started out they only had 18 schools; this year's enrollment is expected to exceed 8,500 students. The Union County Arts Council is in a position to serve the artistic needs of Union County that far surpass the North Carolina curriculum standards of the North Carolina Department of Education; they have a very strong relationship with the school board administration, the staff, the teachers, and the students. Ms. Faulk explained that evaluations are conducted twice a year and if the council needed to see the evaluations she would be happy to provide them to the council. There are probably over 2,300 students on the high school level; 2,100 students at the middle school level; and over 2,000 at the elementary level (all from the Mineral Springs attendance line) being served by the Union County Arts Council programs. In addition to what the Union County Arts Council does for art education, they do a special population art series where they conduct programs for area nursing homes and assisted living facilities. They bring daycare students (Mineral Springs is highly involved) by bus to Wingate University for programs. The Union County Arts Council serves as a resource agency for all the arts in promoting quality of life in all of Union County; arts opportunities are available to all resident with a special emphasis on projects that promote education and instruction. The total number of Mineral Springs' residents receiving arts programs/services from the Union County Arts Council in 2010-2011 will be approximately 5,000.

6. **United Family Services**

- Ms. Pamela Caskey thanked the mayor and council for the opportunity to come and present today. United Family Services addresses one of the priority needs in Union County in the area of sexual assault and child abuse; the program is designed to help children and adults restore stability and security to their lives after they have experienced the trauma of assault. United Family Services has the Rape Crisis Center and the Children's Advocacy Center (called the Tree House) that exceeds most national models, which they are very proud to have here in Union County. Ms. Caskey explained that most child advocacy centers only do forensic interviews and medical exams with a rape crisis program/partnership. United Family Services has a 24-hour rape crisis hotline and they go to hospitals to serve any victim and/or family of sexual assault. In 2009, their staff served 572 victims (adults/children) and this year to date they have served 891; that is a 59% increase for counseling, advocacy, court, education, accompaniment, and mental health. United Family Services is 1 of 8 agencies across the country to go to

Huntsville, which is the center for the National Children's Advocacy Center, to get training in trauma focus and cognitive behavioral therapy. Ms. Caskey noted that 79% of their victims are under the age of 18. Normally, 9 out of 10 children never even tell that they have been abused. We need to educate adults, childcare professionals, teachers, and grandparents in our community; 75% of their disclosure is accidental, so we always have an open ear to be attentive to protecting kids. Thirty-six percent of the kids are abused by older children in the community, which makes their prevention program for pre-school/elementary kids critical, so that they know that it is not appropriate for people to do things that they don't want them to. Offenders usually aren't strangers hiding in the bushes; those are about 10% of the assaults. Ninety-one percent are usually by a relative or a person known by the victim (adults as well as children). United Family Services does not do this alone; they are partnered with the Union County Sheriff's Department, the Monroe Police Department, the Waxhaw Police Department, other municipalities, the District Attorney's Office, the Health Department, and the Department of Social Services. United Family Services works collaboratively with these agencies; they want to make sure that the children are safe and that the offenders are being held accountable in our community to make it a safer place for all of us. For five years, the Tree House has been a nationally-credited organization by the National Children's Alliance and they look forward to being re-accredited this next coming year. Services continue to exceed staff capacity; they are way beyond their hours and they don't take lunch hours just so they can see one more child. United Family Services receives some funding from State resources, which are being cut or eliminated; therefore, Mineral Springs' ongoing support is greatly appreciated. Ms. Caskey explained that the outcomes of all the people they work with - 100% of the sexual assault victims/families - show an increased level of emotional support and wellness and find their services very helpful.

- Councilwoman Cureton asked Ms. Caskey if they have some kids that say they are abused, but really are not. Ms. Caskey responded occasionally there may be some circumstances, but usually not. When they do the forensic interviews the detail of things that some children know, they would have never known unless they experienced it. When a child comes in to do an interview, it is recorded on DVD, they have a talking room and an observation room that is used by law enforcement and DSS; therefore, it is probably more the rare exception than the general rule. Councilwoman LaMonica commented that there was quite a bit of increase in this type of problem and asked if there were any core reasons that are driving that trend in the wrong direction. Ms. Caskey responded that she really didn't think that they could identify one of two things; the growth in the community is unstable and children/families are not as isolated as they use to be. They have more open access to child care centers and public education than they did in the past. Most families were working outside the home, but that may be changing back to some degree with our economy. One other thing might be the collaboration with all of the partners; no matter at what point a victim makes the disclosure there is a response system whether it be at school or they walk up to a law enforcement officer, or they are at a childcare center and the mother comes in the next day wanting to know what to do. The awareness is much more heightened as well as prevention education. Ms. Caskey remembered years ago when she first started, people

would find out what she did and there would be all these stories from teachers who are mandated reporters, but nobody was reporting; they were intimidated, overwhelmed, or just didn't know what to do or what to expect or understand what would happen to a child. United Family Services is helping families and teachers go through that process; the Child Advocacy Center is designed to be child friendly.

7. Humane Society of Union County

- Ms Cindy Poppino and Ms. Helen Zapp were present from the Humane Society of Union County. Ms. Zapp thanked the council for their time this evening. The Humane Society of Union County has been in existence since 1983; they foster/adopt out dogs/puppies and cats/kittens. Three years ago they started a transport for a low cost spay/neuter clinic in South Carolina and two years ago they started it in Cabarrus County. A year ago they decided they wanted to keep the money in Union County and to do something for residents here; therefore, they purchased a house (two to three minutes down the road), which they want to turn into a low cost spay/neuter clinic. A special use permit was received in December of 2009 and they have a building permit; they are now in need of some funds. They have received some donations of surgical lights and dog cages. Ms. Zapp explained that they would like to get the doors open in about a year; however, the house has to be brought up to code, which is going to take some time. The Humane Society of Union County will benefit residents in Mineral Springs, because there will be fewer animals being sent to the animal shelter (saving taxpayer dollars), fewer strays, fewer nuisance animals, and fewer dog bites. The mission is to do this at a low cost for residents of Union County and possibly South Carolina. Ms. Zapp asked the council to consider the Humane Society of Union County for funding. The building (house) is located approximately 1.3 miles outside of the Mineral Springs town limits on Highway 75 heading toward Monroe just past Rocky River Road; this is very convenient to Mineral Springs.
- Mayor Becker asked Ms. Zapp what other benefits this facility could have; she had told him that it would not be a full-time shelter, but they may have some adoption events. Ms. Zapp responded that was right, they can do adoptions there, but animals cannot be housed overnight. It is just for a low cost spay/neuter clinic; animals would come in early in the morning and leave by 4:00 p.m. or 5:00 p.m. The Humane Society of Union County will be doing some fundraisers at the house and there are some grants out there; "we just need a break here". Councilwoman Critz asked since they can't house the animals on the property once they are spayed/neutered and they don't have a home, do they go to a foster home. Ms. Zapp responded that they will be public animals; animals that are brought to the Humane Society by other rescue groups or the animal shelter. "All animals will be leaving that night", Ms. Zapp said. Councilwoman Critz asked where the adoption events will be held. Ms. Zapp responded that the adoption events will be held at their location; however, she reiterated that the animals will not be spending the night. A golf tournament is planned for September 18th to raise some funds. Mayor Becker noted that the primary goal of this fundraising appeal is not ongoing fundraising and asked if it's just a capital need for this project. Ms. Zapp responded yes, "it is just to get it off the ground; we need help from a lot of the community". Councilwoman Neill pointed out that she has heard that some low cost spay/neuter clinics are associated with and referred to as a "stop-n-chop" and

asked how they will avoid this. Councilwoman Neill was concerned about the quality of care for these animals. Ms. Zapp responded that they have been doing a transport for three years and have had absolutely no problems with it. The clinic that they want to open will have one vet that will own the clinic and they will have different vets that come in Monday through Friday. The animals go home with pet meds and the pet owner will get telephone numbers if there is a problem. Councilman Countryman asked what the typical cost is to a pet owner. Ms. Zapp responded that it would be anywhere from \$65 to \$85 for a dog and \$45 for a cat. Councilman Countryman asked how that might compare with a typical spay/neuter. Ms. Zapp responded that you could go into the hundreds and go well over \$300; therefore, we feel this is a huge savings. Councilman Countryman asked why the owners benefit. Ms. Zapp responded that they do not have to deal with unwanted puppies/kittens. In addition, you aren't having strays or having to take them to be euthanized. Councilman Countryman commented that it is really important to the community when you begin to look at the number of stray animals out there and how that impacts other pet owners that try to manage their own pets. "I feel very strongly that it is something that the community should get behind and you certainly have my support", Councilman Countryman said. Councilwoman Critz asked if a feral cat could be caught and brought in, would the clinic be willing to spay/neuter it. Ms. Poppino responded yes, they have had feral cats on their transport. There is Friends of Feral Felines; you can go online and they will help spay and neuter feral cats. A lot of people don't know there are a lot of feral cat colonies in Union County and a lot of them are very well managed. They are spayed or neutered, food is supplied for them and they get a rabies vaccination. Ms. Poppino added that the Humane Society of Union County will be giving vaccinations and rabies, which will also be at a discounted price.

8. **Council on Aging**

- Mayor Becker noted that Ms. Linda Smosky from Council on Aging was not present; perhaps we will be seeing her next month.

9. **Catawba Lands Conservancy**

- Ms. RoxAnne Smith thanked the council for allowing her to come tonight and presented them with a plaque in appreciation of the support they have provided to the Catawba Lands Conservancy (CLC). Ms. Smith explained that the CLC strives hard not to preserve lands just for preserving land's sake, but to have a local impact for each of the communities in the area they work with; they are results-focused. The CLC has 12 projects that they are actively working on that will protect approximately 1,880 acres. They are stewards for 121 properties of which approximately 75 are conservation easements with the rest being lands that they own; that is 7,500 acres locally.
- The CLC has 800 acres protected (through eight projects) in Union County, which is approximately \$4,100,000 worth of property. They have enhanced the quality of life through agricultural heritage, forest lands (such as the buffer in Mineral Springs' greenway), stream buffers, providing education, and recreation. Ms. Smith presented a PowerPoint presentation to the council. Just east of the Mineral Springs' greenway project, the CLC is working on a project of approximately 180 acres. To the northeast, they are working on a current project of 110 acres out of a

possible 857; this is a tract of farmland. The CLC has identified the conservation priorities in Union County and focused their attention on contacting landowners and pursuing actual projects, which Ms. Smith believed was what brought about those two projects. One of the two projects is a donated easement project and the other is an agricultural purchase of a conservation easement.

- The CLC is continuing outreach through seminars, hikes and newsletters. Ms. Smith pointed out the “mocked up” version of a postcard describing the hike on the Mineral Springs Greenway that the CLC will be co-hosting with Mineral Springs on June 12th. The postcard will be mailed out to the Mineral Springs mailing list and to 500 to 600 Union County people on the CLC’s mailing list. This is an example of the CLC’s outreach; they wanted to do this to kind of have the ribbon cutting for the Mineral Springs Greenway.
- The CLC’s goals are to continue to find sources of capital to preserve the land either through local finance, state and federal funds, through the Carolina Thread Trail and through private conservation easements and land donations. The Carolina Thread Trail has funding for projects and once Union County has completed their plan for the Thread Trail, Mineral Springs could be eligible for funding for planning/construction/acquisition if the Mineral Springs Greenway is on the Thread Trail in Union County. Ms. Smith recommended that the town’s representative should participate in those meetings [Carolina Thread Trail of Union County] and help influence the location of the trail.
- Funding that has been received so far by the CLC includes a significant amount that is available to farmers who want to preserve their land. The Clean Water Management Trust Fund has given \$2,138,000 to Union County; however, a lot of that is for wastewater and stormwater treatment facilities. (Mineral Springs did receive \$307,000 to acquire the greenway). Funds were also received from the Park and Recreation Trust Fund and the Natural Heritage Trust Fund. All of those buckets of funding are available for conservation in Union County and the CLC wants to help attract more of those dollars for conservation.
- The Carolina Thread Trail is working on a regional greenway system that includes 15 counties (11 North Carolina counties and 4 South Carolina counties); it is estimated to eventually serve over two million people. The first thing they do is help establish a vision of connectivity with the concept; then they go into providing funding for communities to do their own planning; finally, they provide technical support for those who are putting their trails together. Union County was just awarded their planning grant. There are grants for corridor design, acquisition grants, and construction grants. The Carolina Thread Trail of Union County is done with Phase 1; all of the resolutions of support in the community have been received, a Steering Committee has been developed, and presentations have been made to civic groups. They are now in the plan-preparation phase and the Trust for Public Land has been chosen by the county to prepare a draft plan that will be presented to the public; the plan will be prepared in approximately six to eight months by getting input from the Steering Committee. The next phase will be the plan adoption, which takes another estimated three to four months. The grant was approved on May 4th, the kick-off meeting was held on May 6th, and the public open houses will start the week of July 19th through 22nd. Those meetings will be held at several different locations. Ms. Smith encouraged Mineral Springs to have someone go to have their voice heard, “you know the old saying that if you are at

the table you get served at the table”. Mineral Springs needs to be there so they can help design this and their greenway system.

- The CLC’s 2010 priorities are just to advance land conservation by working in this county towards the goals that have been decided by the folks here in the county and working hard to advance conservation in urbanized areas. The CLC wants to promote funding, policy, legislation, and to advance conservation.
- Councilwoman LaMonica asked Ms. Smith if she had a dollar amount in mind for funding. Ms. Smith responded that Mineral Springs has been generous in the past and asked if they would consider supporting the CLC at the same level; historically that has been \$2,500.

10. **American Red Cross**

- Ms Sheila Crunkleton thanked the council for having her here this evening and relayed the appreciation the Red Cross has for Mineral Springs working with them as community partners. Ms. Crunkleton pointed out the annual report in the agenda packet and stated that the council could see what they have accomplished; “it’s certainly been a tough year”. The Red Cross experienced the largest cuts (\$65,000) ever with the United Way this past year; however, they were able to make some changes like everybody has been forced to do right now. There have been some staffing changes and they have cut their 401K matches. Ms. Crunkleton explained that the Red Cross is going to be there if help is needed regardless; that is their primary goal. The American Red Cross is divided into four different businesses under one roof; health and safety, service to armed forces, blood, and disaster. Last year, over 5,500 people were trained in Union and Anson County; with the National Guard from Union and Anson County being deployed, the Red Cross relayed 132 emergency messages; they held 130 blood drives in the community; they responded to 50 family house fires; they sent people to national disasters (Atlanta/New Jersey for flooding); and they collected \$120,000 that went to the National American Red Cross who are the people serving in Haiti. Ms. Crunkleton noted that they are completely funded by their communities; people like Mineral Springs as well as people in our community. “You are one of our trusted donors and we are doing our best to be good stewards of those dollars”, Ms. Crunkleton said.

11. **Greenway “Sneak Peek” Open House**

- Mayor Becker explained that Mineral Springs and the Catawba Lands Conservancy are planning a “sneak peek” on June 12th at 10:00 a.m.; it is called a “sneak peek” because the Mineral Springs Greenway is a work in progress. Mayor Becker asked how many council members thought they would be there; Ms. Brooks will need to place the usual advertisement for notice of a quorum. There will be a ceremonial ribbon cutting of some sort and hopefully we will have 50 people, which is about the limit. There will be two hikes: we will be able to enter at the back of the Copper Run Subdivision and follow the trail north, which then picks up almost a mile of hiking (which is also very horse friendly), and a shorter hike will run down through the Harrington Hall Subdivision portion of the greenway. If 50 people are present, the hikes can be split 25 and 25. As an added note, there are plans to have one of “our” horseback riders come with a horse possibly leading a hike from her horse. Councilwoman Neill asked if there will be signs to let people know

where to park. Mayor Becker responded yes, parking will be on the road, because at Copper Run, Crofton Road is paved all the way in. You can come in from Pleasant Grove Road and park along that road. Mayor Becker commented that the council heard some criticism earlier that the greenway is posted for no trespassing and it is a secret facility paid for by taxpayers that only a select few are allowed to use and that is just not true; we want the public to be aware of where it is. Councilman Countryman asked if it was factual that there were actually “posted” signs anywhere on the greenway. Mayor Becker responded that he had discussed this earlier with Ms. Smith: when the boundary was surveyed before the town closed on the property, the surveyor placed “Catawba Lands Conservancy protected nature preserve” diamond-shaped aluminum signs that he believed said no trespassing. Ms. Smith noted that is on all of the conservation easement properties they have just so when the people come out to monitor they know where the boundary of the property is. Many of their properties are not open to public access although this one is; the person posting the signs didn’t think about it being public access. Ms. Smith stated that this will be corrected. Councilwoman Critz commented that she thought it was important for the public to know, on record, that the greenway is a work in progress, it is not completed yet and the people who are supposedly out there using it as the “privileged ones” are actually the ones working on it. It is not necessarily safe for everyone to access unguided at this point; it will be safe on our ribbon opening with guides there and people to assist. It is a work in progress and it isn’t completed; therefore, we are trying to address it appropriately. Mayor Becker commented that ultimately we would like to have our signage; small signs with the town logo, the Clean Water Management Trust Fund logo, and the Catawba Lands Conservancy logo. Mayor Becker explained that the town may need to adopt an “interim” greenway ordinance, that he will come up with in the next few months, saying that no motorized vehicles are permitted, but hiking, horses, and mountain bikes are permitted. This would just be a baseline ordinance with some guidelines for use of the property, until the town is able to convene a trail committee that would be responsible for doing trail planning, a capital improvement plan, planning routes, planning amenities (picnic tables, bird boxes, bat houses, etc.) that would be submitted to the council.

12. Consideration of the Proposed Text Amendments

- Zoning Administrator Vicky Brooks explained that she had placed a corrected version of one of the text amendments (“erosion control” instead of “detention”) in front of the council this evening. Councilman Countryman asked what prompted these changes. Ms. Brooks responded that the fence one happens to be the fire department; they have an erosion control pond over there that is required to be fenced in. Since they are in the downtown overlay, our ordinance requires them put in a wrought iron fence. Mayor Becker commented “even on the railroad” (wrought iron rather than cyclone). This came up once before with the Blythe Company where they wanted to fence the back of their property, which is also in the downtown overlay; we amended the text to allow this type of fencing along the railroad tracks for those properties. We are just extending it to erosion control ponds. Councilwoman Critz mentioned that we did something similar with the greenhouses where they put decorative fencing in the front. Ms. Brooks responded that was before we had the downtown overlay; it was a conditional use permit.

Mayor Becker noted that the little piece of wrought iron fencing across the detention pond at the fire department actually looks nice; like an amenity as opposed to an eyesore, which you see around other erosion control ponds. Ms. Brooks commented that the black coated vinyl chain link fence would blend right in with it. Councilman Countryman asked why “black” was appropriate rather than green. Ms. Brooks responded that we require the wrought iron; therefore, the black would blend in. The council could amend the language to include green. Councilman Countryman commented that it seemed to him that it is almost on a per situation basis that we are rewriting the ordinance to accommodate what needs to be done at a particular time. Although ordinances are supposed to be things that can evolve, it has always been his opinion that you try to write them for long term. Ms. Brooks responded that Councilman Countryman was absolutely correct, which is why she requested that the council have the planning board review the downtown overlay; we have run into many issues with it. Councilman Countryman replied that he was glad we are on the same page, because it is important for the public to understand that with our excitement in developing and the need to develop the ordinance supporting the downtown overlay and being a new community new at the process that it has to be a “work in progress” and that we have certainly made some mistakes. Councilman Countryman supports the fact that we need to take a proactive approach with a long term vision, so that we don’t have to come back and rewrite stuff every two, three, or six months. Councilwoman Critz stated one thing that is true here is that these are living documents, they are created to be changed and what has happened is that we have experienced change, growth, and renovations. Attorney Bobby Griffin commented that there is something that got his attention, which may be in the rules now: “properties bordering CSX Rail may install chain link at the discretion...”, if that is in the ordinance it should be changed. Attorney Griffin asked if the council saw how they were setting up their clerk. Councilman Countryman responded yes, that is wide open; it is not her call. Mayor Becker replied that in a sense it always is that way; we shouldn’t say it, because she is the one who administers it and is interpreting it. Attorney Griffin commented that the law ought to say what it says, then everybody could read it and say “well I can do that, I’m going to submit my application for it”. There was a consensus of the council to take the wording “discretion of the zoning administrator” out. Ms. Brooks responded okay, but they could not do that this evening, because it was not part of the text amendment presented. The text amendment for consideration right now is for the fencing around an erosion control pond.

- **Councilwoman Critz** made a **motion** to adopt the text amendments with the addition of the words “or green” after black. The proposed text amendment is consistent with the Town’s Land Use Plan adopted October 12, 2006 and the Vision Plan referenced and contained therein which calls for a periodic review of the ordinances to ensure they are as up-to-date and consistent as possible. The motion was seconded by **Councilman Countryman**. The motion passed unanimously as follows:

*Ayes: Countryman, Critz, Cureton, LaMonica and Neill
Nays: None*

13. **Announcement of a Planning Board Member Resignation and Consideration of Appointing the Recent Applicant to fill the Vacancy**

- Ms. Brooks explained that Lisa McCoy resigned her position on the planning board; she is having conflicts for the next several months and felt that it was in the best interest of the planning board to resign. Mayor Becker commented that the town has a third applicant, who is Mr. Bill Bates.
- **Councilwoman Neill made a motion to appoint Mr. Bates to the planning board and Councilwoman Cureton seconded.** Councilwoman Critz commented [in reference to comments made at public comment] that she would like to go on record about Mr. Price being nominated to the board. Although she was absent, she certainly supports the council's decision to do that. If Mr. Price is not qualified to serve, if it is a conflict of interest because he is a landowner, than she'd like remind the council that Mr. Henry Blythe owned downtown property the entire time that he was a council member and so that would have also been a conflict of interest, so if that is truly a conflict of interest than there are several people who should not have served or should not be serving. Councilwoman Critz added that she did not think that there was anything legally conflicting there; "it is absurd and certainly offensive even to target any of our residents who want to serve this community faithfully". The aforementioned motion by Councilwoman Neill was called for a vote. *The motion passed unanimously as follows:*

*Ayes: Countryman, Critz, Cureton, LaMonica and Neill
Nays: None*

14. **Proposed 2010-2011 Budget and Call for a Public Hearing**

- Mayor Becker explained that the council is not adopting the budget yet, but it is their duty to call for a public hearing and cause a copy of the budget to be filed with the municipal clerk; at which point the budget is subject to adoption at the next meeting. Mayor Becker asked the council if the proposed budget is something they are willing to submit to the public hearing. Mayor Becker has projected that the revenues will drop a little bit and the council called for several increases last month; increases in planning in case they decide to do park and greenway planning; and 3% increases in staff salary, which will be approximately \$2,800. Mayor Becker explained that he took the liberty, as budget officer, to go through it again and find some departments that have been so far above what is normally spent and cut those a little bit further to reduce those departments. Councilwoman LaMonica stated that she had a follow-up question from last month's meeting; the council had discussed staff positions from a benchmarking perspective, because there was some concern voiced as to our staff positions/salaries being too low. Councilwoman LaMonica asked if Mayor Becker was able to make any progress in that department. Mayor Becker responded that he and Ms. Brooks did get some information back from Marvin. Mayor Becker apologized and explained that he would bring that to the council next month. When the council did salary recommendation last year, they based it on the League of Municipalities statewide estimates of towns our size and we were right in the average of those; we were below in the tax collector, but ours has very limited duties. We were a few percent above for the clerk, but we have a unique position. We appear to be pretty close with the municipalities of Wesley Chapel, Marvin, and Weddington. Marvin is high

across the board, Weddington was somewhat higher, but we are fairly close with Wesley Chapel. Councilwoman LaMonica asked what the per-position benchmark was as far as number of positions. Mayor Becker responded that per position we are fairly close to Wesley Chapel, below Weddington, and way below Marvin. Mayor Becker stated that he has not heard any grumbling from our staff about being grossly underpaid. Mayor Becker commented that he will bring the report Mineral Springs received from the Marvin clerk. Councilwoman Critz asked if the staff was satisfied with the numbers or if they were wanted the council to relook at the current salary. Mayor Becker replied that he wasn't grumbling, but he could not speak for the zoning administrator/clerk. Councilwoman Critz asked Ms. Brooks if this was something that she satisfied with or if she felt the council should look at these numbers and come up with something different, because she is the only one that can tell the council how hard she is working and if she feels like it is in line with what she know other people are doing and their responsibilities. Mayor Becker commented that we do fit pretty closely in all of the relevant positions. Ms. Brooks responded except for benefits. Mayor Becker commented that yes, benefits is an issue that we don't provide and it might be something that the council directs him to look at (at least for the one full-time employee) for next year. Councilwoman Critz requested that Mayor Becker look into benefits, as well as on average a company that chooses not to provide benefits if there is a percentage more income that is kind of a standard to use to offset that. Mayor Becker responded that those were good points to be a fair employer; this would be something that he would take some time on. Councilwoman LaMonica stated that is an area they were definitely behind. Ms. Brooks pointed out to the council that one thing they have that most cities/towns don't have is a certified clerk. Mayor Becker responded that the CMC designation is rare. Mayor Becker stated that he would bring information back to the council, but if they are going to look at changing the benefits policy that will take a little while. Councilwoman Critz mentioned that we may just want to give Ms. Brooks a percentage to offset the fact that they don't do that [benefits] if they choose not to. Mayor Becker replied that salaries can be amended outside of the budget process although that might result in the need for a budget amendment.

- **Councilwoman Critz** made a **motion** to call for a public hearing on the 2010 – 2011 budget to be held June 10, 2010 at 7:30 P.M. at the Mineral Springs Town Hall and was seconded by **Councilwoman LaMonica**. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, LaMonica and Neill

Nays: None

15. **Consideration of Going Into Closed Session for an Update on the Purchase of Property**

- **Councilwoman Critz** made a **motion** to enter into a closed session [9:31 p.m.] under G.S. 143-31811(5) and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Critz, Cureton, LaMonica and Neill

Nays: None

CLOSED SESSION

- **Councilman Countryman** made a **motion** to table this at the time because at this time it doesn't seem realistic and that we may have an opportunity to revisit it in the future and **Councilwoman LaMonica** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, Cureton, LaMonica, and Neill
Nays: None

- **Councilman Countryman** made a **motion** to close the closed session and reopen the open session [9:40 p.m.] and **Councilwoman Cureton** seconded. The motion passed unanimously as follows:

Ayes: Countryman, Coffey, Cureton, LaMonica, and Neill
Nays: None

16. Decision on Purchase of Property

- Mayor Becker announced that the council had decided not to undertake any further negotiating of the purchase of the subject property at this time.

17. Other Business

- Mayor Becker explained that we have allowed our public safety providers the opportunity to meet [in the town hall] and strategize for managing the event [Steeplechase] both inside the gates and on our roads afterwards. Three weeks ago, the Census Bureau used the town hall for the training of 15 people who are in the process of going door-to-door in Mineral Springs and Waxhaw; this was a government function. Mayor Becker commented that he trusted that the council is up-to-date on the authorized types of meetings that he has approved. Councilwoman Critz responded that the Town of Mineral Springs would be remiss to not be on top of public safety events that bring thousands of people to an area that is not accustomed to accommodate tens of thousands of people; "we would be behind the eight ball". Mayor Becker advised the council that this use of the town

hall facility will probably occur again next year. This use will be based on the council-adopted ordinance provided it does involve these duly certified Union County, North Carolina, and local public safety officials.

- Ms. Brooks asked the council if they had sent/received any emails regarding the Steeplechase event. Each member of the council responded no. Attorney Griffin did not feel that the council had to report on their personal emails; he did not believe that it was a public record. Attorney Griffin further suggested that the town seriously look at adopting rules about costs for public records. Councilwoman Critz suggested that Ms. Brooks learn to say “no” and not allow this person to push her around; if he gets persistent enough then we might need to call Sheriff Cathey, because there is a line where it is called harassment. Mayor Becker stated that staff discussions, or discussions not involving a quorum of the council, or telephone calls, did not constitute public meetings and did not necessarily generate a public record, and Attorney Griffin concurred. Mayor Becker shared that there had been accusations of dishonesty, impropriety, and incorrect fulfillment of your job [Ms. Brooks], and you are not an elected official, you’re an individual person and that could be libel. Mayor Becker explained that Ms. Brooks had been falsely accused of not writing certain zoning letters, as in “Rick Becker wrote that letter and put Ms. Brooks name on it”; therefore, Ms. Brooks is being accused of lying.

18. **Adjournment**

- **Councilwoman Countryman** made a **motion** to adjourn and **Councilwoman Critz** seconded. *The motion passed unanimously as follows:*

Ayes: Countryman, Coffey, Cureton, LaMonica, and Neill
Nays: None

- The meeting was adjourned at 9:57 p.m.
- The next regular meeting will be on Thursday, June 10, 2010 at 7:30 p.m. at the Mineral Springs Town Hall.

Respectfully submitted by:

Vicky A. Brooks, CMC, Town Clerk

Frederick Becker III, Mayor

Town of Mineral Springs
Town Hall
3506 S. Potter Road
Town Council
Special Meeting
May 24, 2010 ~ 6:30 PM

Minutes Draft

The Town Council of the Town of Mineral Springs, North Carolina, met in a Special Session at the Mineral Springs Town Hall, Mineral Springs, North Carolina, at 6:30 p.m. on Monday, May 13, 2010.

Present: Mayor Frederick Becker III, Mayor Pro Tem Jerry Countryman, Councilwoman Valerie Coffey, Councilwoman Lundeen Cureton, Councilwoman Peggy Neill, and Town Clerk/Zoning Administrator Vicky Brooks.

Absent: Councilwoman Janet Critz and Councilwoman Melody LaMonica [have already received the ethics training].

Visitors: None.

1. **Opening of Meeting**

- With a quorum present Mayor Becker called the Special Town Council Meeting of May 24, 2010 to order at 6:37 p.m.

2. **Viewing of the Ethics Webinar**

- Mayor Becker and the council viewed the ethics webinar that was purchased from and sponsored by the School of Government.

3. **Adjournment**

- **Councilman Countryman** made a **motion** to adjourn and **Councilwoman Coffey** seconded. *The motion passed unanimously as follows:*

Ayes: Countryman, Coffey, Cureton, and Neill

Nays: None

- The meeting was adjourned at 9:16 p.m.

Respectfully submitted by:

Vicky A. Brooks, CMC, Town Clerk

Frederick Becker III, Mayor

Agenda Item

6/10/10

Town of Mineral Springs

FINANCE REPORT APRIL 2010

Prepared for:

The Mineral Springs Town Council

By:

Frederick Becker III
Finance Officer

June 10, 2010

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Cash Flow Report FY2009 YTD

7/1/2009 Through 4/30/2010

6/2/2010

Page 1

Category Description	7/1/2009- 4/30/2010
INCOME	
Dup Prop Tax	
Receipts	364.63
Refunds	-160.75
TOTAL Dup Prop Tax	203.88
Franchise	
Cable	1,778.00
Util	89,439.00
TOTAL Franchise	91,217.00
Gross Receipts Tax	834.26
Interest Income	3,843.66
Other Inc	
Zoning	1,925.00
TOTAL Other Inc	1,925.00
Prop Tax 2009	
Receipts 2009	59,320.85
Refunds 2009	-5.15
TOTAL Prop Tax 2009	59,315.70
Prop Tax Prior Years	
Prop Tax 2003	
Annexation 2003	9.53
TOTAL Prop Tax 2003	9.53
Prop Tax 2004	
Receipts 2004	33.09
TOTAL Prop Tax 2004	33.09
Prop Tax 2005	
Receipts 2005	98.98
TOTAL Prop Tax 2005	98.98
Prop Tax 2006	
Receipts 2006	368.86
TOTAL Prop Tax 2006	368.86
Prop Tax 2007	
Receipts 2007	512.61
TOTAL Prop Tax 2007	512.61
Prop Tax 2008	
Receipts 2008	1,653.57
Refunds 2008	-5.60
Ret Check 2008	-54.11
TOTAL Prop Tax 2008	1,593.86
TOTAL Prop Tax Prior Years	2,616.93
Sales Tax	
Cable TV	10,770.10
Sales & Use Dist	10,108.99
telecommunications	3,726.00
TOTAL Sales Tax	24,605.09
Veh Tax	
Coll2006	-0.15
Coll2007	-0.27
Coll2008	-3.65
Coll2009	-38.03

Cash Flow Report FY2009 YTD

7/1/2009 Through 4/30/2010

6/2/2010

Page 2

Category Description	7/1/2009- 4/30/2010
Int 2006	3.24
Int 2007	3.71
Int 2008	26.01
Int 2009	18.20
Tax 2006	11.61
Tax 2007	19.51
Tax 2008	463.82
Tax 2009	3,119.38
TOTAL Veh Tax	3,623.38
TOTAL INCOME	188,184.90
EXPENSES	
Uncategorized	0.00
Ads	392.66
Attorney	3,786.82
Audit	3,300.00
Capital Outlay	
Furniture	-962.91
Land Acquisition	192.50
TOTAL Capital Outlay	-770.41
Community	
Donation	750.00
Maint	2,935.69
Special Events	406.45
TOTAL Community	4,092.14
Dues	4,019.00
Elections	3,072.77
Emp	
Bond	550.00
FICA	
Med	1,233.84
Soc Sec	5,275.71
TOTAL FICA	6,509.55
Payroll	1,003.10
Work Comp	840.51
TOTAL Emp	8,903.16
Ins	3,234.59
Newsletter	
Post	236.29
Printing	375.15
TOTAL Newsletter	611.44
Office	
Clerk	22,090.00
Council	6,000.00
Deputy Clerk	4,892.21
Equip	838.39
Finance Officer	21,400.00
Maint	6,097.74
Mayor	4,000.00
Misc	735.01
Post	549.32

Cash Flow Report FY2009 YTD

7/1/2009 Through 4/30/2010

6/2/2010

Page 3

Category Description	7/1/2009- 4/30/2010
Supplies	2,522.38
Tel	5,004.55
Util	4,271.15
TOTAL Office	78,400.75
Planning	
Administration	19,060.00
Misc	1,011.30
TOTAL Planning	20,071.30
Purchase Error	
Correction	-68.12
Occurrence	68.12
TOTAL Purchase Error	0.00
Street Lighting	1,250.07
Tax Coll	
Bill	187.53
Bank	5.00
TOTAL Bill	192.53
Post	616.00
Sal	7,650.00
TOTAL Tax Coll	8,458.53
Training	
Officials	850.00
Staff	60.00
TOTAL Training	910.00
Travel	707.26
TOTAL EXPENSES	140,440.08
TRANSFERS	
FROM Check Min Spgs	105,000.00
FROM MM Sav CitizensSouth	35,000.00
FROM CWMTF Grant Project Fund	299,685.00
FROM Escrows	27,720.00
TO Check Min Spgs	-35,000.00
TO Estates at Soen Escrow	-27,720.00
TO MM Sav CitizensSouth	-100,000.00
TO MM Sav Min Spgs	-5,000.00
TO CWMTF Grant Project Fund	-314,535.97
TO Town Hall Capital Project Fund	-2,895.08
TOTAL TRANSFERS	-17,746.05
OVERALL TOTAL	29,998.77

Account Balances History Report

(Includes unrealized gains)

As of 4/30/2010

6/2/2010

Page 1

Account	6/30/2009 Balance	7/31/2009 Balance	8/31/2009 Balance	9/30/2009 Balance	10/31/2009 Balance	11/30/2009 Balance	12/31/2009 Balance
ASSETS							
Cash and Bank Accounts							
Check Min Spgs	7,699.84	7,176.55	2,615.89	8,199.96	9,360.73	20,392.89	15,997.97
Estates at Soen Escrow	0.00	27,720.00	27,742.03	27,764.84	27,788.43	27,811.28	27,834.91
MM Sav CitizensSouth	337,008.19	317,382.97	312,734.39	353,058.59	343,432.24	343,785.25	384,154.53
MM Sav Min Spgs	5,476.53	5,477.46	5,478.39	5,479.29	5,480.22	5,481.12	10,482.26
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Town Hall Capital Project Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Cash and Bank Accounts	350,184.56	357,756.98	348,570.70	394,502.68	386,061.62	397,470.54	438,469.67
Other Assets							
State Revenues Receivable	49,431.60	47,653.31	46,345.40	0.00	0.00	0.00	0.00
TOTAL Other Assets	49,431.60	47,653.31	46,345.40	0.00	0.00	0.00	0.00
TOTAL ASSETS	399,616.16	405,410.29	394,916.10	394,502.68	386,061.62	397,470.54	438,469.67
LIABILITIES							
Other Liabilities							
Accounts Payable	3,779.73	0.00	0.00	0.00	0.00	0.00	0.00
Escrows	0.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL Other Liabilities	3,779.73	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL LIABILITIES	3,779.73	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00	27,720.00
OVERALL TOTAL	395,836.43	377,690.29	367,196.10	366,782.68	358,341.62	369,750.54	410,749.67

Account Balances History Report

(Includes unrealized gains)

As of 4/30/2010

6/2/2010

Page 2

Account	1/31/2010 Balance	2/28/2010 Balance	3/31/2010 Balance	4/30/2010 Balance
ASSETS				
Cash and Bank Accounts				
Check Min Spgs	12,902.37	5,204.80	19,488.03	9,235.74
Estates at Soen Escrow	27,856.66	27,875.89	27,897.21	27,917.85
MM Sav CitizensSouth	384,536.24	384,875.62	405,252.97	405,636.19
MM Sav Min Spgs	10,485.38	10,488.20	10,491.32	10,494.34
CWMTF Grant Project Fund	0.00	0.00	0.00	0.00
Town Hall Capital Project Fund	0.00	0.00	0.00	0.00
TOTAL Cash and Bank Accounts	435,780.65	428,444.51	463,129.53	453,284.12
Other Assets				
State Revenues Receivable	0.00	0.00	0.00	0.00
TOTAL Other Assets	0.00	0.00	0.00	0.00
TOTAL ASSETS	435,780.65	428,444.51	463,129.53	453,284.12
LIABILITIES				
Other Liabilities				
Accounts Payable	0.00	0.00	0.00	0.00
Escrows	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL Other Liabilities	27,720.00	27,720.00	27,720.00	27,720.00
TOTAL LIABILITIES	27,720.00	27,720.00	27,720.00	27,720.00
OVERALL TOTAL	408,060.65	400,724.51	435,409.53	425,564.12

Mineral Springs Monthly Revenue Summary 2009-2010

TOWN OF MINERAL SPRINGS									
REVENUE SUMMARY 2009-2010									
Source	Budget	Receivable	Rec'd YTD	% of Budget	July	August	September	October	November
Property Tax - prior	\$ 1,800.00	\$ (816.93)	\$ 2,616.93	145.4%	\$ 529.64	\$ 640.77	\$ 314.69	\$ 226.77	\$ 218.65
Property Tax - 2009	\$ 61,990.00	\$ 2,674.30	\$ 59,315.70	95.7%	\$ -	\$ -	\$ 10,211.61	\$ 1,977.37	\$ 21,222.15
Dupl. Property Tax	\$ -	\$ (203.88)	\$ 203.88		\$ -	\$ -	\$ -	\$ -	\$ 328.01
Franchise Taxes: cable	\$ 2,500.00	\$ 722.00	\$ 1,778.00		\$ -	\$ 576.00	\$ -	\$ -	\$ 582.00
Franchise Taxes: utility	\$ 160,000.00	\$ 70,561.00	\$ 89,439.00	55.9%	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance Approp.	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Gross Receipts Tax	\$ -	\$ (834.26)	\$ 834.26		\$ -	\$ 96.37	\$ 126.74	\$ 110.77	\$ -
Interest	\$ 8,000.00	\$ 4,156.34	\$ 3,843.66	48.0%	\$ 375.71	\$ 374.38	\$ 347.91	\$ 398.17	\$ 376.76
Sales Tax	\$ 43,800.00	\$ 19,194.91	\$ 24,605.09	56.2%	\$ -	\$ -	\$ 1,227.65	\$ 1,304.39	\$ 1,275.12
Vehicle Taxes	\$ 4,710.00	\$ 1,086.62	\$ 3,623.38	76.9%	\$ -	\$ 491.48	\$ 344.43	\$ 431.03	\$ -
Zoning Fees	\$ 9,000.00	\$ 7,075.00	\$ 1,925.00	21.4%	\$ 150.00	\$ 200.00	\$ 150.00	\$ 50.00	\$ -
Other	\$ 500.00	\$ 500.00	\$ -	0.0%	\$ -	\$ -	\$ -		
Totals	\$ 292,300.00	\$ 104,115.10	\$ 188,184.90	64.4%	\$ 1,055.35	\$ 2,379.00	\$ 12,723.03	\$ 4,498.50	\$ 24,002.69
	December	January	February	March	April	May	June	June a/r	
Property Tax - prior	\$ 154.98	\$ 202.81	\$ 98.04	\$ 136.76	\$ 93.82				
Property Tax - 2009	\$ 12,143.37	\$ 10,677.59	\$ 1,313.15	\$ 1,252.33	\$ 518.13				
Dupl. Property Tax	\$ (81.97)	\$ 36.62	\$ (78.78)	\$ -	\$ -				
Franchise Taxes: cable	\$ -	\$ -	\$ 620.00	\$ -	\$ -				
Franchise Taxes: utility	\$ 49,404.00	\$ -	\$ -	\$ 40,035.00	\$ -				
Fund Balance Approp.	\$ -	\$ -	\$ -	\$ -	\$ -				
Gross Receipts Tax	\$ 198.18	\$ 116.53	\$ 42.28	\$ 75.59	\$ 67.80				
Interest	\$ 394.05	\$ 406.58	\$ 361.43	\$ 401.79	\$ 406.88				
Sales Tax	\$ 8,602.76	\$ 1,399.16	\$ 1,237.80	\$ 8,384.60	\$ 1,173.61				
Vehicle Taxes	\$ 786.55	\$ 472.39	\$ 319.17	\$ 347.97	\$ 430.36				
Zoning Fees	\$ 150.00	\$ 150.00	\$ 100.00	\$ 900.00	\$ 75.00				
Other	\$ -	\$ -	\$ -	\$ -	\$ -				
Totals	\$ 71,751.92	\$ 13,461.68	\$ 4,013.09	\$ 51,534.04	\$ 2,765.60	\$ -	\$ -	\$ -	\$ -

Mineral Springs Budget Comparison 2009-2010

TOWN OF MINERAL SPRINGS									
BUDGET COMPARISON 2009-2010									
Appropriation dept	Budget	Unspent	Spent YTD	% of Budget	July	August	September	October	November
Advertising	\$ 1,800.00	\$ 1,407.34	\$ 392.66	21.8%	\$ -	\$ 92.66	\$ -	\$ -	\$ -
Attorney	\$ 16,000.00	\$ 12,213.18	\$ 3,786.82	23.7%	\$ 300.00	\$ 1,086.82	\$ 300.00	\$ 300.00	\$ 300.00
Audit	\$ 3,500.00	\$ 200.00	\$ 3,300.00	94.3%	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ 12,000.00	\$ 7,907.86	\$ 4,092.14	34.1%	\$ -	\$ 200.00	\$ 200.00	\$ 399.40	\$ 662.09
Contingency	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Dues	\$ 4,525.00	\$ 506.00	\$ 4,019.00	88.8%	\$ 3,544.00	\$ -	\$ -	\$ -	\$ -
Elections	\$ 4,600.00	\$ 1,527.23	\$ 3,072.77	66.8%	\$ -	\$ -	\$ -	\$ -	\$ 482.75
Employee Overhead	\$ 12,000.00	\$ 3,096.84	\$ 8,903.16	74.2%	\$ 2,157.59	\$ 739.35	\$ 742.58	\$ 741.13	\$ 710.26
Fire Department	\$ 8,500.00	\$ 8,500.00	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 4,500.00	\$ 1,265.41	\$ 3,234.59	71.9%	\$ 3,234.59	\$ -	\$ -	\$ -	\$ -
Newsletter	\$ 2,400.00	\$ 1,788.56	\$ 611.44	25.5%	\$ -	\$ -	\$ -	\$ 611.44	\$ -
Office	\$ 117,788.00	\$ 39,387.25	\$ 78,400.75	66.6%	\$ 7,794.22	\$ 7,121.46	\$ 7,349.74	\$ 7,920.87	\$ 7,461.50
Planning & Zoning	\$ 36,872.00	\$ 16,800.70	\$ 20,071.30	54.4%	\$ 2,369.00	\$ 1,906.00	\$ 1,906.00	\$ 1,906.00	\$ 1,906.00
Street Lighting	\$ 1,800.00	\$ 549.93	\$ 1,250.07	69.4%	\$ -	\$ 135.81	\$ 135.81	\$ 142.38	\$ 142.38
Tax Collection	\$ 10,980.00	\$ 2,521.47	\$ 8,458.53	77.0%	\$ 765.00	\$ 1,392.53	\$ 770.00	\$ 853.00	\$ 765.00
Training	\$ 3,000.00	\$ 2,090.00	\$ 910.00	30.3%	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 3,000.00	\$ 2,292.74	\$ 707.26	23.6%	\$ -	\$ -	\$ 51.48	\$ 65.34	\$ 163.79
Capital Outlay	\$ 46,035.00	\$ 46,805.41	\$ (770.41)	-1.7%	\$ (962.91)	\$ -	\$ -	\$ -	\$ -
Totals	\$ 292,300.00	\$ 151,859.92	\$ 140,440.08	48.0%	\$ 19,201.49	\$ 12,674.63	\$ 11,455.61	\$ 12,939.56	\$ 12,593.77
Off Budget:									
Tax Refunds			\$ 160.75						
Interfund Transfers			\$ 17,746.05			\$ 198.56	\$ 1,680.84	\$ -	\$ -
Total Off Budget:			\$ 17,906.80		\$ -	\$ 198.56	\$ 1,680.84	\$ -	\$ -

Mineral Springs Budget Comparison 2009-2010

Appropriation dept	December	January	February	March	April	May	June	June a/p
Advertising	\$ -	\$ -	\$ -	\$ -	\$ 300.00			
Attorney	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00			
Audit	\$ -	\$ -	\$ -	\$ 3,300.00	\$ -			
Community Projects	\$ 450.00	\$ 1,000.65	\$ -	\$ 700.00	\$ 480.00			
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -			
Dues	\$ 475.00	\$ -	\$ -	\$ -	\$ -			
Elections	\$ -	\$ 2,590.02	\$ -	\$ -	\$ -			
Employee Overhead	\$ 742.93	\$ 849.15	\$ 730.03	\$ 746.06	\$ 744.08			
Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -			
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -			
Newsletter	\$ -	\$ -	\$ -	\$ -	\$ -			
Office	\$ 9,032.01	\$ 7,961.73	\$ 7,163.59	\$ 8,862.83	\$ 7,732.80			
Planning & Zoning	\$ 2,106.00	\$ 1,906.00	\$ 2,254.30	\$ 1,906.00	\$ 1,906.00			
Street Lighting	\$ 142.38	\$ 142.38	\$ 136.31	\$ 136.31	\$ 136.31			
Tax Collection	\$ 765.00	\$ 853.00	\$ 765.00	\$ 765.00	\$ 765.00			
Training	\$ 710.00	\$ -	\$ -	\$ -	\$ 200.00			
Travel	\$ 114.79	\$ 132.22		\$ 132.82	\$ 46.82			
Capital Outlay	\$ 192.50	\$ -	\$ -	\$ -				
	\$ 15,030.61	\$ 15,735.15	\$ 11,349.23	\$ 16,849.02	\$ 12,611.01	\$ -	\$ -	\$ -
Off Budget:								
Tax Refunds	\$ 81.97	\$ -	\$ 78.78	\$ -	\$ -			
Interfund Transfers	\$ 15,722.18	\$ 144.47	\$ -	\$ -	\$ -			
	\$ 15,804.15	\$ 144.47	\$ 78.78	\$ -	\$ -	\$ -	\$ -	\$ -

April Cash Flow Report

4/1/2010 Through 4/30/2010

5/5/2010

Page 1

Category Description	4/1/2010- 4/30/2010
INCOME	
Gross Receipts Tax	67.80
Interest Income	406.88
Other Inc	
Zoning	75.00
TOTAL Other Inc	75.00
Prop Tax 2009	
Receipts 2009	518.13
TOTAL Prop Tax 2009	518.13
Prop Tax Prior Years	
Prop Tax 2008	
Receipts 2008	93.82
TOTAL Prop Tax 2008	93.82
TOTAL Prop Tax Prior Years	93.82
Sales Tax	
Sales & Use Dist	1,173.61
TOTAL Sales Tax	1,173.61
Veh Tax	
Coll2006	-0.05
Coll2007	0.00
Coll2008	-0.57
Coll2009	-5.85
Int 2006	0.83
Int 2007	0.00
Int 2008	2.42
Int 2009	6.43
Tax 2006	2.48
Tax 2007	0.00
Tax 2008	36.38
Tax 2009	388.29
TOTAL Veh Tax	430.36
TOTAL INCOME	2,765.60
EXPENSES	
Ads	300.00
Attorney	300.00
Community	
Maint	480.00
TOTAL Community	480.00
Emp	
FICA	
Med	123.20
Soc Sec	526.77
TOTAL FICA	649.97
Payroll	94.11
TOTAL Emp	744.08
Office	
Clerk	2,209.00
Council	600.00
Deputy Clerk	476.38

April Cash Flow Report

4/1/2010 Through 4/30/2010

5/5/2010

Page 2

Category Description	4/1/2010- 4/30/2010
Finance Officer	2,140.00
Maint	934.18
Mayor	400.00
Misc	32.33
Supplies	83.75
Tel	440.01
Util	417.15
TOTAL Office	7,732.80
Planning	
Administration	1,906.00
TOTAL Planning	1,906.00
Street Lighting	136.31
Tax Coll	
Sal	765.00
TOTAL Tax Coll	765.00
Training	
Officials	200.00
TOTAL Training	200.00
Travel	46.82
TOTAL EXPENSES	12,611.01
OVERALL TOTAL	-9,845.41

Register Report

4/1/2010 Through 4/30/2010

5/5/2010

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 3/31/2010							19,488.03
4/8/2010	Check Min ...	3258	Charlotte Steeplechas...	Race Program ...	Ads		-300.00
4/15/2010	Check Min ...	EFT	NC Department of Rev...	2/10 (FY2009)	Sales Tax:Sales & ...		1,173.61
4/15/2010	Check Min ...	3259	Verizon Wireless	221474588-000...	Office:Tel		-84.51
4/15/2010	Check Min ...	3260	Heritage Propane	513970 106.9 g...	Office:Util		-289.72
4/15/2010	Check Min ...	3261	Jan-Pro Cleaning Syst...	I/N 224 Janitoria...	Office:Maint		-195.00
4/15/2010	Check Min ...	3262	Centralina Council Of ...	I/N 32463 Traini...	Training:Officials		-200.00
4/15/2010	Check Min ...	3263	Union County Public ...	84361*00 (FY20...	Office:Util		-13.09
4/15/2010	Check Min ...	3264	Conder Flag Company	I/N 140658 Que...	Community:Maint		-280.00
4/15/2010	Check Min ...	3265	Duke Power	1803784140 (F...	Office:Util		-114.34
4/15/2010	Check Min ...	3266	S Hummingbird Lawn C...		Office:Maint		-300.00
					Community:Maint		-200.00
4/15/2010	Check Min ...	3267	Clark, Griffin & McColl...	04/10 (FY2009)	Attorney		-300.00
4/15/2010	Check Min ...	3268	Xerox Corporation	I/N 046938972 ...	Office:Supplies		-83.75
4/15/2010	Check Min ...	3269	Duke Power	2035221941 (F...	Street Lighting		-136.31
4/15/2010	Check Min ...	EFT	S Union County	3/10	Veh Tax:Tax 2006		2.48
				3/10	Veh Tax:Int 2006		0.83
				3/10	Veh Tax:Coll2006		-0.05
				3/10	Veh Tax:Tax 2007		0.00
				3/10	Veh Tax:Int 2007		0.00
				3/10	Veh Tax:Coll2007		0.00
				3/10	Veh Tax:Tax 2008		37.00
				3/10	Veh Tax:Int 2008		2.42
				3/10	Veh Tax:Coll2008		-0.57
				3/10	Veh Tax:Tax 2008		-0.62
				3/10	Veh Tax:Tax 2009		391.68
				3/10	Veh Tax:Int 2009		6.43
				3/10	Veh Tax:Coll2009		-5.85
				3/10	Veh Tax:Tax 2009		-3.39
				3/10	Gross Receipts Tax		67.80
4/19/2010	Check Min ...	EFT	Debit Card (Lowe's)	Landscape mat...	Office:Maint		-78.74
4/19/2010	Check Min ...	EFT	Debit Card (Lowe's)	Mulch credit (FY...	Office:Maint		8.36
4/19/2010	Check Min ...	EFT	Debit Card (Lowe's)	Mulch (FY2009)	Office:Maint		-5.88
4/19/2010	Check Min ...	EFT	Debit Card (School of ...	Ethics Code Bo...	Office:Misc		-32.33
4/20/2010	Check Min ...	EFT	Debit Card (Lowe's)	Flowers, clipper...	Office:Maint		-116.03
4/22/2010	Check Min ...	EFT	Debit Card (Lowe's)	Flowers (FY2009)	Office:Maint		-22.71
4/23/2010	Check Min ...	EFT	Debit Card (Lowe's)	Lawnmower (FY...	Office:Maint		-214.22
4/23/2010	Check Min ...	EFT	Debit Card (Petro Expr...	Gas (FY2009)	Office:Maint		-2.65
4/26/2010	Check Min ...	3270	S Vicky A Brooks		Travel		-46.82
					Office:Maint		-7.11
4/26/2010	Check Min ...	3271	Verizon Wireless	221474588-000...	Office:Tel		-84.67
4/26/2010	Check Min ...	3272	Windstream	061348611 (FY...	Office:Tel		-215.21
4/26/2010	Check Min ...	3273	Windstream	061345970 (FY...	Office:Tel		-55.62
4/28/2010	Check Min ...	DEP	S Deposit	#402	Prop Tax 2009:Rec...		518.13
				#402	Prop Tax Prior Year...		93.82
4/28/2010	Check Min ...	DEP	Deposit	#402a (FY2009)	Other Inc:Zoning		75.00
4/29/2010	Check Min ...	EFT	S Advantage Payroll	Salary 4/10	Office:Clerk		-2,209.00
				Supplement 4/10	Office:Clerk		0.00
				Hours 4/10	Office:Deputy Clerk		-476.38
				Salary 4/10	Office:Finance Officer		-2,140.00
				Salary 4/10	Office:Mayor		-400.00

Register Report

4/1/2010 Through 4/30/2010

5/5/2010

Page 2

Date	Account	Num	Description	Memo	Category	Clr	Amount
				Salary 4/10	Office:Council		-600.00
				Salary 4/10	Planning:Administra...		-1,906.00
				Salary 4/10	Tax Coll:Sal		-765.00
					Emp:FICA:Soc Sec		-526.77
					Emp:FICA:Med		-123.20
					Emp:Payroll		-94.11
TOTAL 4/1/2010 - 4/30/2010							-10,252.09
BALANCE 4/30/2010							9,235.94

TOTAL INFLOWS 2,377.56

TOTAL OUTFLOWS -12,629.65

NET TOTAL -10,252.09

April 2010

Revenue Details

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Invoice Date	Invoice Number	Description	Invoice Amount		
03/31/2010	1009VEHGR	MARCH 2010 GROSS VEH RECEIPTS	\$67.80		
03/31/2010	1009VEH	VEH TAX FOR MARCH	\$430.36		
Vendor No.		Vendor Name	Check No.	Check Date	Check Amount
10870		TOWN OF MINERAL SPRINGS	00011784	04/12/2010	498.16



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

Vendor Number Check Date Check Number
 10870 04/12/2010 00011784

"This disbursement has been approved as required by the Local Government Budget and Fiscal Control Act."

\$498.16

Pay Four Hundred Ninety Eight Dollars and 16 cents *****

To The
 Order Of
 TOWN OF MINERAL SPRINGS
 E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

**EFT COPY
 NON-NEGOTIABLE**

AP



County of Union
 500 North Main Street
 Monroe, North Carolina 28112

10870
 00011784

Self Mailer

ADDRESS SERVICE REQUESTED

TOWN OF MINERAL SPRINGS
 E. ANDREWS-HINSON, TAX COLLECT
 PO BOX 600
 MINERAL SPRINGS NC 28108

Town of Mineral Springs
Tax Collector
Elizabeth Andrews-Hinson
P.O. Box 600
Mineral Springs, NC 28108
msncmayor@yahoo.com

2.48 Motor Veh. Tax 2006
(0.05) Less: 1.5% Collection Fee
0.83 Motor Veh. Tax - Interest
0.00 Motor Veh Tax Refunded

0.00 Motor Veh. Tax 2007
0.00 Less: 1.5% Collection Fee
0.00 Motor Veh. Tax - Interest
0.00 Motor Veh Tax Refunded

37.00 Motor Veh. Tax 2008
(0.57) Less: 1.5% Collection Fee
2.42 Motor Veh. Tax - Interest
(0.62) Motor Veh Tax Refunded

391.68 Motor Veh. Tax 2009
(5.85) Less: 1.5% Collection Fee
6.43 Motor Veh. Tax - Interest
(3.39) Motor Veh Tax Refunded

0.00 Motor Veh. Tax 2010
0.00 Less: 1.5% Collection Fee
0.00 Motor Veh. Tax - Interest
0.00 Motor Veh. Tax Refunded

430.36 TOTAL PAYABLE FOR
March 2010

O:
GENERAL SPRINGS

E:
Direct Deposit Notification

Within three business days, pending agency funding approval, our bank account will receive a direct deposit of \$1173.61 or payment number 45PR0000499865. It is your responsibility to confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:

DEPARTMENT OF REVENUE
TAX DISTRIBUTIONS
C BOX 871
REVENUE BLDG RALEIGH, NC 27602-0871
Agency Contact Phone: 919-733-6900

Please direct all questions regarding this payment/deposit to the agency contact phone number listed directly above. This agency maintains information regarding your payment records. Any questions concerning payment amount and invoice information/documentation should be directed to the agency's Accounts Payable office and they will be happy to assist you with your inquiries.
PLEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
SAL041510	04/09/10	\$1173.61	\$00.00	\$1173.61
SALES & USE TAX DIST.-TAX QUESTIONS?: 919-733-7644				
TOTAL:				\$1173.61

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency listed above to make corrections.

Town of Mineral Springs
PO Box 600
Mineral Springs, NC 28108

APPLICATION FOR OUTSIDE AGENCY/NON-PROFIT FUNDS

For

Fiscal Year 2010-2011

Requested by: Council on Aging in Union County
PO Box 185
1401 Skyway Drive
Monroe, NC 28111

Amount Requested for FY 2010-2011: \$1,000

Funding Granted for FY 2009-2010: \$1,000

Funding Granted for FY 2008-2009: \$1,000

Funding Granted for FY 2007-2008: \$1,000

Funding Granted for FY 2006-2007: \$1,000

Funding Granted for FY 2005-2006: \$500

Funding Granted for FY 2004-2005: \$500

Funding Granted for FY 2003-2004: \$500

Funding Granted for FY 2002-2003: \$500

Contact: Linda Smosky Date: 4.27.10
Executive Director

Telephone: 704-292-1797

E-mail: smoskycoa@carolina.rr.com

Website: COAUNION.ORG

Council on Aging in Union County

MISSION STATEMENT: *Council on Aging in Union County is an independent, non-profit agency supporting people 60 and over in their efforts to remain healthy, active, and in control of their own lives. The agency connects clients with the services they need to live independently for as long as possible.*

Council on Aging in Union County is a non-profit agency (501© (3)) which provides information and services for persons sixty years of age and older in our county. Formally organized in 1972 and chartered in 1973, the agency received its first Older Americans Act funding in 1974.

GOALS AND OBJECTIVES:

- To serve as a resource for information and assistance regarding aging services.
- To provide services which enable older adults to remain in their own home.

In order to meet these goals and objectives, Council on Aging provides the following programs and services:

Information & Assistance

Information about aging services
Assistance in accessing services
Quarterly Newsletter
Equipment Loan/Fan-Heat Relief
Home Repairs/Yard work
Medicare Counseling (SHIIP)
Senior Law Project

Senior Outreach

Union Seniors Outreach Programs – 6 monthly
Health Promotion/Disease Prevention Programs
Community Outreach Information
Chronic Disease Management & Fall Prevention Classes
Annual Senior Wellness Expo
Annual Meeting, Picnic, Christmas Party

In-Home Services

Chore/Household Management
Personal Care Assistance
Shopping/Errands
Respite/Caregiver Relief

Family Caregiver Support

Respite/Caregiver Relief
Caregiver Classes
Support Groups for Caregiver & Grandparents
Grandparenting Classes

Senior Community Service Employment Program (Title V)

Employment & Training program for adults 55 and older.

Council on Aging is designated by the NC Department of Insurance Seniors' Health Insurance Information Program (SHIIP) as the coordinating site for our county to assist Medicare recipients with questions and concerns regarding Medicare, supplemental policies and prescription drug plans. The **Information & Assistance Specialist** coordinates needs for minor home repairs and yard work with volunteer groups and individuals. A Senior Law Project attorney assists with Living Wills, Health Care Power of Attorney and simple wills by appointment. A quarterly newsletter, *The Senior Voice*, offers information to keep older adults informed about programs, activities and events. Fans are distributed to those who need one through the Fan/Heat Relief program and assistive devices such as, wheelchairs, walkers, canes, and shower stools are accepted and given out to those in need of this type of assistance.

Our **In-Home Services** program assists individuals with essential home management chores, personal care tasks and respite necessary to enable individuals to remain, and function effectively, at home as long as possible. In-home aides provide needed assistance according to a service plan. Priority for services is given to those most in need that have no one to provide for their care. There is no charge for this service but donations are encouraged. We currently have 107 in-home clients and a waiting list of 37.

The objective of our **Family Caregiver Support Program (FCSP)** is to increase the caregiver's ability to manage the stress and emotions related to caregiving by offering respite for the caregiver, connecting caregivers to community resources,

conducting monthly caregiver and grandparent support groups and offering caregiver classes. *Powerful Tools for Caregiving* classes are offered two-three times annually and a new class series has been developed to address the needs of grandparents raising grandchildren, *Second Time Around*. The FCSP partners with the Alzheimer's Association to offer workshops specifically for caregivers and family members caring for someone with memory loss.

Senior Outreach is an effort to reach older adults with specific emphasis on rural, isolated, low income and minority seniors in all areas of the county through educational programs and social opportunities. Outreach informs seniors and their families about pertinent information, offers health screenings and one-on-one counseling with professionals through events such as the annual Senior Wellness Expo. Two evidence-based class series designed to promote health and safety, *Healthy Living: Chronic Disease Self-Management* and a *Matter of Balance* (fall prevention) are offered two-three times per year.

The **Senior Community Service Employment Program (SCSEP)** is a federal training and employment program for adults age 55 and older who meet the financial eligibility guidelines. Council on Aging is the SCSEP coordinating site for Union County. SCSEP participants are placed at governmental or non-profit agencies for hands-on work experience, while earning a salary. Fourteen participants are currently placed at host agencies such as, Operation Reachout, Red Cross, Union County Family Court, Community Shelter, JobLink, Union County Chamber of Commerce, Turning Point and Union County Health Department.

Funding is requested and budgeted for FY 2010-11 as follows:

Federal /State	\$444,214	Program Income	\$15,000
County	32,500	Municipalities	10,000
United Way	83,580	Donations, Fundraising, Grants	23,380

Council on Aging does not charge for services but donations are encouraged.

Aging facts:

- The fastest growing segment of the population is the 85 and older age group.
- NC ranks fourth nationally in the increase of the number of persons age 65 and older.
- NC ranks third nationally in the number of grandparents raising grandchildren.
- The rate of Alzheimer's disease in Union County is almost twice that of the state as a whole.
- In 2008 the 60 and older population in Union County was 24,530.
- In 2009 the 60 and older population in Union County was 28,189.
- In 2010 the 60 and older population in Union County is 31,034.
- The first baby boomers turned 60 in 2006.
- The last baby boomers will turn 60 in 2024.
- From 2008 to 2010 the 60 and older population in Union County increased by 6,500.
- Less than 5% of the population resides in a nursing home at any given time – this includes time spent for rehabilitation

Turning the Community Away from Domestic Violence



June 3, 2010

Rick Becker, Mayor
Town of Mineral Springs
3506 South Potter Road
Mineral Springs, North Carolina 28108

Dear Mayor Becker and Council Members,

On behalf of the Turning Point Board of Directors, staff and most importantly, the clients, I want to thank the Town of Mineral Springs for past years of supporting victims of domestic violence in Union County. In 2009, Turning Point provided safe shelter to 644 women and their dependent children as they worked to break free from abuse and live independent, violence free lives.

Thank you in advance for the opportunity to speak to the Council on June 10. I will be talking about the generational cycle of domestic abuse and the devastating effects it has on children who are raised in such an environment.

As the Town of Mineral Springs is preparing for the 2010/2011 fiscal year, I am respectfully requesting financial support to help with the operational costs of the shelter.

I look forward to seeing all of you next week.

Respectfully,

Naomi Herndon, M.A.
Executive Director

June 4, 2010

Ms. Vicky Brooks
Town Clerk
Town of Mineral Springs
PO Box 600
Mineral Springs, NC 28108

Dear Ms. Brooks,

On behalf of the families in Union County, Hospice of Union County (Hospice) respectfully requests your consideration of funding from the Town of Mineral Springs for our new 12-bed facility at our campus in Monroe, NC to serve hospice patients needing more acute care at the end of their life. In 2009, the Town of Mineral Springs donated \$1,250 to the project.

Hospice has been caring for patients and their families in our region for the past 24 years and has been a pioneer in North Carolina in end-of-life care. In 1994, Union County's visionary leaders were responsible for the construction of the state's first hospice residential facility (The Kreisher House) in Monroe, consisting of six beds. The Adams House, with eight beds, was built two years later in 1996 to meet the demand for our services.

True to its pioneering spirit, Hospice has opened a third building, The Edward Carlton McWhorter Hospice House, that extends our continuum of care to include in-patient beds – a new dimension of hospice care for our service area. This new facility will allow our patients to remain in a home-like environment and receive care for their more acute clinical needs, avoiding the additional trauma of transfer and expense of a hospital or skilled nursing facility stay.

To date, we have raised over \$2,544,840 towards our \$3 million campaign goal. A donation to our Capital Campaign will be sincerely appreciated and will help us in our efforts to ensure that families will not have to face one of the more difficult times in their lives without the support of Hospice. Photos of our new Edward Carlton McWhorter Hospice House and Ancillary Building are enclosed for your review.

If you would like to visit our campus or need additional information, please contact me at 704-292-2130. Thank you for consideration of our request and I look forward to meeting with you and the Mineral Springs Town Council on June 10, 2010.

Sincerely,

V. Wayne Berg
Resource Development Director

Town of Mineral Springs

Charitable Contribution History: FY2002, 2003, 2004, 2005, 2006, 2007, 2008, & 2009

Agency	FY02-03	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10
Union County Fire & Rescue	\$200	\$250	0	0	0	\$500	0	0
Catawba Lands Conservancy	\$1,000	\$1,000	\$1,000	\$2,500	\$2,500	\$2,500	\$2,500	
Parkwood Booster Club	0	\$1000*	0	0	0	0	0	0
Andrew Jackson Museum	0	\$300	0	0	\$500	\$500	0	0
Council on Aging in Union County	\$500	\$500	\$500	\$1,000	\$1,000	\$1,000	\$1,000	
Hospice of Union County	0	\$1,000	0	0	0	\$2,000*	\$1,250	
American Red Cross	0	\$500	\$500	\$1,000	\$1,000	0	\$1,000	
Union County Historic Society	0	\$300	0	0	0	0	0	0
United Family Services	0	0	\$1000*	\$500	\$500	0	\$750	
Union County Project Blue Light	0	0	0	\$200	0	0	0	0
Community Arts Council	0	0	0	\$500	\$500	\$500	\$500	
Turning Point	0	0	0	0	\$500	\$500	\$750	
Fraternal Order of Police	0	0	0	0	0	\$500**	0	0
Literacy Council of Union County	0	0	0	0	0	\$200	\$250	
School of Government: Lawrence	0	0	0	0	0	0	0	\$250**
Waxhaw-MS Optimist Club	0	0	0	0	0	0	0	\$500
Humane Society of Union County	0	0	0	0	0	0	0	*
Total	\$1,700	\$4,850	\$3,000	\$5,700	\$6,500	\$8,200	\$8,000	

*Special Capital Request

**One-Time Request

Council has received funding requests (with amounts to be determined) for the Catawba Lands Conservancy, Community Arts Council, United Family Services, American Red Cross, and Humane Society of Union County. Council will consider funding for Council on Aging, Hospice of Union County, Turning Point, and the Literacy Council of Union County on June 10, 2010. Council has already made a \$500 donation to the new Waxhaw-Mineral Springs Optimist Club and a one-time donation to the NC School of Government David Lawrence Professorship. Agencies that have not made requests this year are shown with a "0".

As of June 2, 2010, the "Community" departmental budget contains \$7,225 in unexpended funds, of which approximately \$6,825 will be available for charitable agencies through June 30, 2009. Because of increased expenditures on Christmas lights and special events this year, as well as the \$750 already donated, we will not be able to fund our regular agencies at even their 2009-10 level (plus adding the Humane Society) without a budget amendment. There is \$3,000 available in "Contingency", and a \$2,200 amendment would allow all agencies to continue at their previous level plus \$1,000 for the Humane Society. Such a funding level would increase our charitable contributions for FY2009-10 to \$9,750 (\$8,500 plus \$1,250 in one-time donations), which would be 3.34% of our total adopted budget and our highest-ever level of giving.

CONSERVATION
by
DESIGN

Town of Mineral Springs
Zoning Administrator
Vicky Brooks
P O Box 600
Mineral Springs, NC 28108
704-289-5331
704-243-1705 FAX
msvickybrooks@aol.com
www.mineralspringsnc.com

MEMO

To: Town Council
From: Vicky Brooks
Date: June 3, 2010
Re: Recommended Text Amendments from the Planning Board
Agenda Item #9 – 06/10/10

The Mineral Springs Planning Board has been reviewing “Article 8 – Signs” of the Zoning Ordinance for several months now. We are not conducting a public hearing on these proposed text amendments at the June 10, 2010 meeting; this is just to get you familiar with the amendments and give you an opportunity to ask questions or send something back to the planning board for further review. A public hearing can be held at the July or August meeting; I will not be available for the July meeting (vacation)! I will leave it up to the council whether or not they wish to hold the public hearing in my absence; perhaps we can have Chairman Neill present at the July meeting to answer any questions.

The proposed text amendments are as follows:

Section 8.2 will be changed from “**Signs Permitted Without Permit**” to “**Definitions**”. The reason we opted for definitions to be conveniently located in Article 8 was because in my research of other municipalities’ ordinances, a majority of them had their definitions listed in the corresponding Article; it appears to be a little more user friendly. The definitions shown in normal text already exist in Article 2 of the Zoning Ordinance and will remain in Article 2 as well; the definitions shown in bold, italic, underline have been added to our ordinance. Most of these definitions were found in other municipalities’ ordinances; some of them are unique to our ordinance.

Section 8.3 – “Prohibited Signs” will now become “**Signs Permitted Without Permit**”. **8.3 (c)** - Political sign regulations are proposed to become somewhat stricter. For example, signs shall not exceed one (1) sign per candidate per 100’ of road frontage; this will eliminate signs from any single person/issue from showing up in multitude in one area. At this point we do not have a timeline for placement of political signs; it is proposed that the time limit be 30 days prior to the election. The next proposal is that signs not be placed in any town designated landscaping areas; these areas would include the entrance signs and the corner of Potter Road and Highway 75 which the Optimist Club has planted with flowers and is maintaining. **8.3 (f)** – a typographical error is being corrected (“that” should be “than”). **8.3 (i)** – adding the language “unless otherwise specified by the Department of Transportation”. It has been brought to my attention that the annual Steeplechase signs comply with all areas of our ordinance with the exception of the placement of such signs being in the right-of-way. The Department of Transportation is allowing this for the Steeplechase Event; therefore, it would appear to be in the town’s best interest to allow this as well in the interest of public safety. **8.3 (j)** – (new to our ordinance) this clarifies that flags are specifically allowed by ordinance; however, the height limit on the pole

shall be 35'. **8.3 (k)** – (new to our ordinance) this proposed amendment specifies the area allowed to be occupied by window signs; at the current time we do not have a limit to what can be done on the inside of businesses. In the event that they exceed the limit, the window signs fall under a separate category. **8.3 (l)** – (new to our ordinance) this now allows businesses to have up to two (2) neon tube signs or LED signs to be visible from outside their building provided that not more than ten (10) percent of the window area is covered by the sign area.

Section 8.4 will now become “**Prohibited Signs**” from “**General Sign Requirements**”. **8.4 (a)** – wording is proposed to allow for off-premise signs as specifically allowed in another section of the ordinance.

Section 8.4 “General Sign Requirements” will now become **Section 8.5**. – no proposed text amendments.

Section 8.5 “Attached (On Structure) Signs” will now become **Section 8.6**. – no proposed text amendments.

Section 8.6 “Reserved” will now become **Section 8.7 “Ground Signs”** – no proposed text amendments.

Section 8.8 (Temporary Signs) – **Section 8.8 (c)**, **Section 8.8 (c) (1)**, & **Section 8.8 (c) (2)** – delete “or for an event to be held”. This will be accommodated under a new section (Section 8.8-d). **Section 8.8 (d)** – (new to the ordinance) this section allows more flexibility for businesses to advertise weekly special events without the requirement of paying a \$25.00 fee for each placement of a sign and it will not allow them to place their signs ninety (90) days in advance of the event, which is what the current language provides for.

Section 8.9 (Signs Permitted in All Residential –R- Districts). **Section 8.9 (d)** will be changed from “**Signs on all other non-residential uses in a Residential –R- district shall be regulated as follows:**” to “**Signs on premises of home occupations shall be regulated as follows:**” – these regulations have been added to provide for more aesthetic signs in residential districts where home occupations are sometimes located. Currently we allow home occupations a twenty (20) square foot sign without any aesthetic regulations. **Section 8.9 (e)** – (new to our ordinance) this will allow for monument signs on the premises of major subdivisions, currently we do not have any regulations/guidelines for placement of monuments at subdivisions; however, applicants must come before the planning board to get their proposed monuments approved. This will eliminate the need for planning board approval and will actually give the applicant guidelines to follow. **Section 8.9 (f)** becomes what used to be **Section 8.9 (d)** – no proposed text amendments.

Section 8.10 (Signs permitted in the B-2, B-4, and LI Zoning Districts). **Section 8.10 (A) (c)** – the addition of “if there are two principal buildings involved, one (1) identification or one (1) bulletin board may be erected for the additional principal building in accordance to the aforementioned requirements”; this will allow those businesses on one parcel that has two principal structures an additional sign. Currently, our ordinance does not allow for this.

ARTICLE 8

SIGNS

Signs are permitted in accordance with regulations listed below and in accordance with other applicable regulations of this Ordinance.

Section 8.1 Intent

The purpose of this Article is to permit such signs that will not, by their reason, size, location, construction, or manner of display, endanger the public safety of individuals, confuse, mislead, or obstruct the vision necessary for traffic safety, or otherwise endanger public health, safety, and general welfare; protect and enhance property values and community appearance as part of the Town's concerted effort to enhance the aesthetic quality; and to permit and regulate signs in such a way as to support and complement land use objectives set forth in the land development plan.

Section 8.2 Definitions

Unless otherwise specifically provided or unless clearly required by the context, the words and phrases defined in this section shall have the meaning indicated when used in this article.

Advertising Sign: A sign other than a directional sign which directs attention to or communicates information about a business, commodity, service, or event that exists or is conducted, sold, offered, maintained or provided at a location other than the premises where the sign is located. Any advertising sign allowed under this Ordinance may display either commercial or noncommercial copy.

Attached Sign: A wall sign, a marquee sign, a window sign, and a canopy sign.

Billboard: A sign structure and/or sign utilized for advertising an establishment, an activity, a product, service or entertainment, which is sold, produced, manufactured, available or furnished at a place other than on the property on which said sign structure and or/sign is located.

Business Sign: A sign that directs attention to a business, to a product sold, manufactured, or assembled, or to services or entertainment offered upon the premises where the sign is displayed, but not a sign pertaining to the preceding if such activity is only minor and incidental to the principal use of the premises.

Campaign or Election Sign: A sign that advertises a candidate or issue to be voted upon on a definite election day.

Canopy and Awning Sign: A sign attached to or painted or printed onto a canopy or awning. For the purposes of this Ordinance, the permitted size of a canopy or awning

sign will be calculated on the basis of the size of the building wall to which the canopy is attached. It will, for measuring purposes, be considered a wall sign.

Construction Sign: A sign placed at a construction site identifying or announcing the project or the name of the architect, engineer, contractor, financier, or others involved in the development of the project.

Copy: Any words, letters, numbers, figures, characters, symbols, logos, or insignia that are used on a sign display surface area.

Directional Sign: A sign fronting on a road containing only the name of the principal use, directional arrow and mileage to the principal use. Such principal use shall not be visible to the motorist at the location at which the sign is placed.

Directory Sign: A sign on which the names and locations of occupants or the use of a building or property is identified.

Flag: Any fabric or bunting containing distinct colors, patterns or symbols, used as an ornamental flag or as a symbol of government, political subdivision, corporation or business or other entity.

Flashing Sign: A sign that uses an intermittent or flashing light source or windblown and/or mechanical moved reflective material to attract attention.

Freestanding Sign: Any sign that is not affixed to a building and is securely and permanently mounted in the ground. Such sign may include a ground, pole or monument sign.

Ground Sign: Any sign which extends from the ground or which has supports which places the bottom thereof less than three and one-half feet from the ground directly beneath the sign.

Ground level: The finished grade of a parcel of land exclusive of any filling, berming or mounding.

Height: The vertical distance measured from ground level nearest the base of the sign to the highest point of the sign.

Identification Sign: A sign which displays only the name, address, and/or crest, or insignia, trademark, occupation or professional of an occupant or the name of any building on the premises.

Illuminated Sign: A sign either internally or externally illuminated.

Incidental Sign: A sign used in conjunction with equipment or other functional elements for a use or operation. These shall include, but not be limited to drive through window

menu boards, and signs on automatic teller machines, gas pumps, vending machines, or newspaper delivery boxes. **These signs shall not exceed one (1) square foot in size and shall be attached to a freestanding sign or affixed to a wall.**

Illegal Sign: Any sign, which has been determined to be in violation of any provisions of this Article.

Instructional Sign: An on-premises sign designed to guide vehicular and/or pedestrian traffic by using such words as "Entrance", "Exit", "Parking", "One-Way", or similar directional instruction, but not including any advertising message. The name or logo of the business or use to which the sign is giving direction may also be included on the sign.

Lighted Sign: A sign illuminated only by light cast upon the sign from an external light source.

Luminous Sign: A sign lighted by or exposed to artificial lighting either by lights on or in the sign.

Monument Sign: A nonmetallic sign in which the bottom of the sign is flush with the ground and the vertical dimension is greater than the horizontal dimension.

Nonconforming Sign: A sign that, of the Effective Date of this Ordinance or the date of any subsequent amendment thereto, does not conform to one or more of the regulations set forth in this Ordinance.

Off-Premises Sign: A sign that draws attention to or communicates information about a business, service, commodity, that exists or is conducted, sold, offered, maintained or provided at a location other than the premises where the sign is located.

On-Premises Sign: A sign that draws attention to or communicates information about a business, service, commodity, that exists or is conducted, sold, offered, maintained or provided on the premises where the sign is located.

Parapet: That portion of a building wall or false front that extends above the roof line.

Pole Sign: A detached sign erected and maintained on a free-standing frame, mast, or pole and not attached to any building but not including ground-mounted or monument signs. The bottom of such sign shall be greater than three and one-half (3-1/2) feet from the ground directly beneath the sign.

Portable Sign: Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A- or T-frames; or umbrellas used for advertising.

Projecting Sign: Any sign other than a wall, awning, canopy, or marquee sign, which is affixed to a building and is supported only by the wall on which the sign is mounted.

Public Interest Sign: A sign on private property that displays information pertinent to the safety or legal responsibilities of the general public such as "Warning" and "No Trespassing" signs.

Real Estate Sign: A sign that is used to offer for sale, lease, or rent the premises upon which such sign is placed.

Roof Sign: A sign erected or maintained in whole or in part upon or over the roof or parapet of a building.

Sandwich Board Sign: A portable sign comprised of two (2) separated panels or faces joined at the top and spread apart at the bottom to form the base on which the sign stands. The sign face shall not exceed two and one-half (2 ½) feet in width or eight (8) square feet in area.

Sign: Any object, display or structure, or part thereof, situated outdoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images. The term "sign" does not include the flag or emblem of any nation, organization of nations, state, political subdivision thereof, or any fraternal, religious or civic organization; works of art which in no way identify a product or business; scoreboards located on athletic fields; or religious symbols.

Sign Area: The entire face of a sign including the advertising surface and any framing, trim, or molding, but not including the supporting structure. In computing area, only one side of a double-faced sign shall be considered.

Sign Permit: A permit issued by the Zoning Administrator that authorizes the recipient to erect, move, enlarge, or substantially alter a sign.

Sign Structure: Any structure which is designed specifically for the purpose of supporting a sign, which has supports or which is capable of supporting a sign. The definition shall include any decorative covers, braces, wires, supports, or other components attached to or placed around the sign structure.

Snipe Sign: Any sign tacked, nailed, posted, pasted, glued or otherwise affixed to trees, poled, stakes, or fences, with a message appearing thereon not applicable to the present use of the premises upon which the sign is located.

Special Event Sign: A content-neutral sign providing notice of, or direction to, an event, gathering, assembly or meeting that is open to the public at large.

Subdivision Monument Identification Sign: A monument sign, which contains only the name of a platted subdivision or other residential development. A subdivision monument identification sign at a platted subdivision or neighborhood entrance shall not be considered a billboard.

Suspended Shingle Post Sign: A detached sign supported by a single post with an arm. The maximum area of this sign is six (6) square feet.

Temporary Sign: Any sign erected and maintained for a specific period of time.

Vehicular Sign: Signs on parked vehicles visible from the public right-of-way where the primary purpose of the vehicle is to advertise a product or to direct people to a business or activity located on the same or nearby property, and said vehicles are not used in the normal day to day operations of said business. For the purposes of this Ordinance vehicular signs shall not include business logos, identification or advertising on vehicles primarily used for other transportation purposes.

Section 8.23 Signs Permitted Without Permit

The following signs shall not require a permit:

- a) Signs required to be posted by law. Signs established by governmental agencies. "Warning" signs and "No" Trespassing" signs. Historical markers placed by a governmental agency or a recognized historical society. Private unofficial traffic signs indicating directions, entrances, or exits.
- b) One (1) sign, including a professional name plate, per dwelling unit, denoting the name of the occupant not to exceed one and one half (1-1/2) square feet in area.
- c) Temporary **political** signs **advertising** for candidates **or issues to be decided in an election or referendum provided such signs do not exceed one (1) sign per candidate per 100' of road frontage.** ~~seeking public office. All political signs shall be removed by the candidates within five (5) days after Election Day.~~ Political signs are limited to six (6) square feet in size and shall be no higher than four (4) feet from grade level. **Political signs shall not be placed on any property more than erected prior to 30 days before the appropriate election date and shall be removed by the candidates or responsible parties within five (5) days after Election Day.** Such signs shall not obstruct visibility for motorists. **Signs shall not be placed in any town designated landscaping areas.**
- d) One sign advertising real estate "for sale", "for rent", or "for lease", not greater than six (6) square feet in area located upon property so advertised, and shall be no higher than four (4) feet from grade level. Such signs shall not obstruct visibility for motorists. Such signs shall be removed within seven (7) days after the property has been sold, (upon closing) rented or leased. Any signs erected pursuant to this provision must not violate Section 8.3 (f) of this Ordinance. Any signs advertising real estate subdivisions shall be limited to one (1) sign, no greater than six (6) square feet in area, located at the entrance of the subdivision.

- e) One (1) sign advertising the sale of produce out of a home garden on the premises where the produce is being sold shall be permitted with no more than sixteen (16) square feet in area and no higher than four (4) feet above grade level.
- f) Churches may have two (2) free standing directional signs only. The signs shall be no larger than two (2) square feet in area and placed off the right-of-way.
- g) One (1) sign per dwelling unit advertising a yard sale, or for the sale of up to two (2) vehicles, or small pets, or the like for no more than ten (10) days' total duration. All yard sales' signs shall be removed twenty-four (24) hours after the yard sale has been terminated. No such sign shall be greater than four (4) square feet in area. All such signs shall be located off the street right-of-way.
- h) Temporary directional signs for yard sales' are limited to three (3) in number and may be placed forty-eight (48) hours before the sale, and must be removed twenty-four (24) hours after termination.
- i) Temporary special event signs, banners, streamers for non-profit agencies are allowed ten (10) days before the special event and must be taken down two (2) days after the special event. The size shall be no larger than twenty-four (24) square feet and must be located off the street right-of-way, **unless otherwise specified by the Department of Transportation.**
- j) *Flags of the United States of America, the State of North Carolina, Union County, the Town of Mineral Springs, or any flag adopted or sanctioned by an elected legislative body of competent jurisdiction, as well as flags bearing a logo of corporate, non-profit, or religious origin. Such flags shall not be flown from a pole the top of which is more than 35 feet in height.***
- k) *Window signs placed or painted on the interior or exterior of glass windows or door provided that such signs cover no more than thirty (30) percent of the glass area of the entire storefront. Window signs that cover more than thirty (30) percent of the glass shall be considered as wall signs and shall meet requirements for painted wall signs within the appropriate zoning district.***
- l) *Neon tube signs or LED signs visible from outside of a building shall be limited to two (2) per business and located on the inside of a window such that no more than ten (10) percent of the window area is covered by the sign area.***

Any sign in the Town of Mineral Springs that is found to be in need of repair shall be renovated or removed within thirty (30) days by the owner upon receipt of written notification, or said sign may then be removed by the Zoning Administrator, and the reasonable cost of such removal shall be the owner's responsibility.

Section 8.34 Prohibited Signs

Any non-governmental signs placed on utility poles or traffic control signs without

express approval of both the Town of Mineral Springs and the owner of the utility poles or traffic control signs may be taken down and destroyed without prior notification to the sign owner.

Any unauthorized or prohibited signs placed in a public right-of-way or on any other public property may be removed and destroyed without prior notification to the sign owner.

Any other unauthorized or prohibited signs shall be removed within ten (10) days by the sign owner upon receipt of written notification from the Zoning Administrator. Any sign owner who fails to comply with such notification shall be subject to enforcement procedures and penalties as provided for in Section 1.5 of the Zoning Ordinance of the Town of Mineral Springs. Unless proven conclusively to the contrary, the owner of such sign(s) shall be considered to be the individual, company or other organization whose products, services or notices are displayed.

The following signs are expressly prohibited within all zoning districts, unless as otherwise specified in this Ordinance.

- a) All off-premise signs, including billboards, **unless otherwise specified in this ordinance**.
- b) All portable signs.
- c) Flashing light signs (except signs which give time and temperature and other public information messages).
- d) Any sign which the Zoning Administrator determines obstructs the view of bicyclists or motorists using any street, private driveway, approach to any street intersection, or which interferes with the effectiveness of or obscures any traffic sign, device or signal.
- e) Luminous signs.
- f) Any sign placed upon a traffic control sign, tree, or utility pole, for any reason whatsoever, except for governmental signs.
- g) Any sign that is an inflatable device or which is affixed to or directly applied to a motor vehicle.

Section 8.45 General Sign Requirements

- a) Any lighted sign or lighting device shall be so oriented as not to cast light upon a public right-of-way so as to cause glare, intensity or reflection that may constitute a traffic hazard or a nuisance, or cast light upon adjacent property that may constitute a nuisance.
- b) Lighted signs shall employ only devices emitting a light of constant intensity, and no signs shall be illuminated by a flashing, intermittent, rotating or moving light.
- c) The area of a sign shall be measured by measuring one-face of the entire sign

including any border or trim and all of the elements of the matter displayed, but not including the base or apron, supports or other structural members. The area of a double face sign shall be the area of one face of the sign. The sign surface area of a double faced sign constructed in the form of a "V" shall be calculated by using the area of only one side of such sign (the larger side if there is a size difference), so long as the angle of the "V" does not exceed forty-five (45) degrees.

d) Nonconforming Signs

The provisions contained in Section 7.6 of this Ordinance shall apply to all signs nonconforming at time of initial adoption of this Ordinance, except for any and all signs that are prohibited or have not previously received a permit from Union County and which is valid as of the Effective Date of this Ordinance.

Section 8.56 Attached (On Structure) Signs

- a) On Structure signs shall be considered either attached signs or painted wall signs.
- b) No sign painted on a building or wall shall exceed twenty percent (20%) of the wall area, or a maximum of sixty-four (64) square feet.
- c) No sign shall be located on the roof of any structure or extended above the parapet or eave line of any structure.

~~**Section 8.6 Reserved**~~

Section 8.7 Ground Signs

- a) No part of a ground sign including projections may extend into or over an existing public right-of-way.
- b) Ground signs are permitted so long as the building or structure in which the activity is conducted is set back at least thirty (30) feet from the street right-of-way.
- c) All ground signs must be secured to the ground or affixed so as not to create a public safety hazard.
- d) The sign shall be located so as to not impair traffic visibility.
- e) The maximum area of the sign shall be twenty (20) square feet.
- f) No part of the sign shall be located closer than five (5) feet to any adjacent side lot line.

Section 8.8 Temporary Signs

a) Banners, Pennants and Temporary Signs:

The following temporary signs are allowable after the Zoning Administrator has issued a temporary sign permit, for a total period not to exceed thirty (30) days, unlighted on premise portable signs, banners, and windblown signs such as

pennants, spinners, flags, streamers, and balloons for special events and grand openings.

b) Announcement Signs:

Announcement signs are signs that indicate the names, address, etc. of firms making improvements on property. One sign per project shall be permitted and shall require a Temporary Sign Permit, good for six (6) months and renewable, one time, for one (1) additional six (6) month period and shall comply with Section 8.7, "Ground Signs", and shall be single faced of a maximum area of ten (10) square feet. Announcement signs are not to be used to advertise real estate or subdivisions. No illumination of announcement signs shall be permitted.

c) Directional Signs:

Directional signs for commercial purposes are allowable subject to the following provisions:

- 1) Directional signs are limited to two (2) per property for sale, rent, or lease, ~~or for an event to be held.~~
- 2) Directional signs shall not exceed two (2) square feet in area and are limited to two (2) per property for sale, rent or lease, ~~or event to be held.~~
- 3) Applicant(s) for directional sign(s) must apply for a permit for the installation of said sign(s), which permit shall identify the proposed sign(s), and the proposed location for each sign(s).
- 4) Proposed signs must not be located within the right-of-way of roadways. However, proposed signs may not be placed in locations which will obstruct vision, traffic, or create a hazard.
- 5) Applicant must provide written permission of the property owner on which proposed sign(s) are to be located, and submit same when applying for a permit.

Subject to submission of an application for directional signs, the Zoning Administrator shall issue a permit for no more than two (2) directional signs for property for sale, rent, or lease, ~~or an event to be held.~~ The permit shall identify the number of signs and their approved locations.

An applicant who believes that two (2) directional signs are inadequate to provide reasonable direction to the property for sale, lease or rent, or event to be held, may apply in writing for a permit for additional directional signs. However, such applicant must demonstrate to the satisfaction of the Zoning Administrator the need for such additional directional signs. The Zoning Administrator shall use his best judgment in approving such additional directional signs, which shall include the following criteria:

- a) The number of street intersections in the vicinity of the subject property and/or event.
- b) The number of streets in the vicinity of the subject property and/or event.

- c) The configuration of the streets in the vicinity of the subject property and/or event.
- d) The volume of vehicular and pedestrian traffic on the streets upon which the additional directional signs are requested.

The Zoning Administrator may only permit additional directional signs as are necessary to adequately locate the subject property and/or event. However, the Zoning Administrator shall not issue a permit for more than two (2) directional signs per linear mile.

Subject to application for renewal, permits for all directional signs shall expire no later than ninety (90) days from the date of issuance, or the day after the event so advertised occurs, or upon the closing, rental, or leasing of the property being advertised, whichever date occurs first.

For purposes of this Section, if an applicant or their affiliated company owns more than two (2) properties for sale, rent or lease, for which applicant seeks directional signs, such properties (regardless of number) are deemed one property if they are located within one linear mile of each other, and shall be treated as one property for the purposes of this Ordinance.

d) Temporary Special Event Directional Signs

Temporary special event directional signs for commercial purpose are allowable subject to the following provisions:

- 1) **Temporary special event directional signs are limited to two (2) per event to be held.**
- 2) **Temporary special event directional signs shall not exceed two (2) square feet in area or shall be a sandwich board sign not to exceed two and one-half (2 ½) feet in width and three (3) feet square feet in height.**
- 3) **Applicants for temporary special event directional signs must apply for a permit for the temporary placement of said sign(s), which permit shall identify the proposed sign(s) and the proposed location for each sign(s)**
- 4) **Proposed sign(s) must not be located within the right-of-way of roadways. However, the proposed sign(s) may not be placed in locations which will obstruct vision, traffic, or create a hazard.**
- 5) **Applicant must provided written permission of the property owner on which proposed sign(s) are to be located and submit the same when applying for a permit.**
- 6) **Temporary special event directional signs shall not be placed more than eight (8) hours prior to the event and must be removed immediately following the conclusion of the event.**
- 7) **Placement of temporary special event directional sign(s) permits is limited to two (2) times per week. The permit shall consider all of the events as one for application purposes. A single application is valid for the special**

event directional sign(s) placements permitted under subsection 7 above.

Subject to application for renewal, permits for all temporary special event directional signs shall expire no later than one-hundred and eighty (180) days from the date of issuance.

Section 8.9 Signs Permitted in All Residential -R- Districts

A) Signs on premises of single-family dwellings and on the premises of manufactured or modular homes shall be regulated as follows:

- a) Types of sign permitted: Identification
- b) Permitted number of signs: One (1) per dwelling unit
- c) Maximum area of signs: Three (3) square feet
- d) Permitted location: Behind street right-of-way

B) Signs on premises of small group day care homes shall be regulated as follows:

- a) Types of sign permitted: Identification
- b) Permitted number of signs: One (1) per dwelling unit
- c) Maximum area of signs: Three (3) square feet
- d) Permitted location: Behind street right-of-way

C) Signs on premises of cemeteries shall be regulated as follows:

- a) Types of sign permitted: Identification
- b) Permitted number of signs: One (1) per street front
- c) Maximum area of signs: Twenty (20) square feet
- d) Permitted location: Behind required setback

D) Signs on premises of home occupations shall be regulated as follows:

- a) **Types of sign permitted:** **Suspended Shingle Post Sign**
- b) **Permitted number of signs:** **One (1) per dwelling unit**
- c) **Maximum area of signs:** **Six (6) square feet**
- d) **Permitted location:** **Signs shall be located a minimum of five (5) feet behind street right-of-way**
- e) **Permitted materials:** **Signs and supporting posts shall be of a color and material which are similar or**

complimentary to those of the structure housing the subject establishment. Neon/fluorescent colors are prohibited

E) Monument signs on premises of major subdivisions shall be regulated as follows:

- a) Types of sign permitted: Identification**
- b) Permitted number of signs: Two (2) per subdivision entrance**
- c) Maximum area of signs: Combined total of thirty (30) square feet**
- d) Permitted location: Ground. Shall be located a minimum of five (5) feet behind street right-of-way**
- e) Maximum height of signs: Five (5) feet**

D/F) Signs on all other non-residential uses in a Residential -R- district shall be regulated as follows:

- a) Types of sign permitted: Identification and bulletin board.
- b) Permitted number of signs: One (1) identification and one (1) bulletin board each if only one principal building is involved. A third sign is permitted if the building is located on a through lot or has frontage on three or more streets.
- If more than one (1) principal building is involved, one (1) identification and one (1) bulletin board for the first principal building is permitted plus one (1) identification or (1) bulletin board for each additional principal building.
- c) Maximum area of signs: One Principal Building - No sign shall be greater than twenty (20) square feet.
Two or more Principal Buildings - No sign shall be greater than ten (10) square feet.
- d) Permitted location: Identification and bulletin board: Behind right-of-way line.

Section 8.10 Signs permitted in the B-2, B-4 and LI Zoning Districts

- A) Signs on premises of permitted uses conducted in buildings or with buildings

associated shall be regulated as follows:

- a) Types of sign permitted: Business and/or identification.
- b) Permitted number of signs: Attached - One (1) only.
All requirements of Section 8.5 shall also be met.
Ground - One (1) only except that an additional ground sign may be permitted on through lots having frontage on three (3) or more streets.
- c) Maximum area of signs: Attached - One (1) square foot of aggregate area per linear foot of building street frontage up to a maximum of sixty-four (64) square feet per premises regardless of the number of establishments occupying such premises.
Ground - Twenty (20) square feet.
- If there are two principal buildings involved, one (1) identification or one (1) bulletin board may be erected for the additional principal building in accordance to the aforementioned requirements.**
- d) Permitted location: Attached - Signs shall be located on the building and shall not extend above the parapet of the building nor more that eighteen (18) inches from any building wall or marquee face provided that such sign shall not project more than six (6) inches into the street right-of-way unless it is at least ten (10) feet above street grade, in which case it may not extend more than eighteen (18) inches into the street right-of-way.
Ground – Behind street right-of-way line and in accordance with Section 8.7.

B) Shopping Center Identification signs shall be regulated as follows:

- a) Type of sign permitted: Shopping Center Identification
- b) Permitted number of signs: A shopping center containing three (3) or more businesses with separate entrances shall have one ground identification sign giving the names of the businesses located in the shopping center. Such sign shall be in accordance with Section 8.7.
- c) Maximum area of signs: Forty (40) square feet provided that no portion

of the sign advertising a particular business shall be in excess of ten (10) square feet.

d) Permitted location:

Ground – Behind street right-of-way and in accordance with Section 8.7.

ARTICLE 4

GENERAL PROVISIONS

Section 4.3 Fences and Walls Permitted

Unless otherwise noted in this Ordinance, fences or walls are permitted in the various districts subject to the following regulations:

4.3.1 In Residential Districts:

- a) Within the required rear and side yard areas the maximum height of a fence (except court perimeter fences) or wall shall be eight (8) feet.
- b) Within the required front yard area, the maximum height of a fence or wall shall be five (5) feet.
- c) No portion on any fence or wall shall be located within the established right-of-way of any publicly maintained road unless an encroachment agreement has first been obtained from the governmental body maintaining said road.
- d) ~~Subdivision entry and perimeter walls are not required to be of any specific height or style, but are subject to specific review and approval of the Town of Mineral Springs Planning Board prior to the start of construction. Said review and approval shall include any signage and/or illumination integral to subdivision entry and perimeter walls.~~

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**AN ORDINANCE AMENDING THE BUDGET OF
THE TOWN OF MINERAL SPRINGS
FOR THE FISCAL YEAR 2009-2010
O-2009-xx**

WHEREAS, NC G.S. 159-15 authorizes a municipal governing board to amend the annual budget ordinance at any time after the ordinance's adoption;

NOW, THEREFORE BE IT ORDAINED by the Council of the Town of Mineral Springs, North Carolina, the following:

SECTION 1. **Appropriations and Amounts.** Amendment #2009-01:

<u>INCREASE</u>		<u>DECREASE</u>	
Community Projects	\$ _____	Contingency	\$ _____
Total	\$ _____	Total	\$ _____

SECTION 2. **Effective Date.** This ordinance is effective upon adoption.

ADOPTED this 10th day of June, 2010. Witness my hand and official seal:

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk

STATE OF NORTH CAROLINA

INTERLOCAL AGREEMENT

COUNTY OF UNION

THIS AGREEMENT, is made and entered into this the ___ day of _____, 2010, by and among Union County, the Town of Fairview, the Town of Hemby Bridge, the Town of Indian Trail, the Village of Lake Park, the Town of Marshville, the Village of Marvin, the Town of Mineral Springs, the City of Monroe, the Town of Stallings, the Town of Unionville, the Town of Waxhaw, the Town of Weddington, the Village of Wesley Chapel, and the Town of Wingate.

WITNESSETH:

WHEREAS, since 2006, Union County has received grant funding from the North Carolina Department of Environment and Natural Resources to help pay for an urban forester position for Union County; and

WHEREAS, the urban forester provides a number of services to municipalities within Union County, including: ordinance development, site visits, professional consultation, and technical plan review; and

WHEREAS, the grant funding from the North Carolina Department of Environment and Natural Resources will be discontinued after June of 2010; and

WHEREAS, Union County and each of the municipalities participating in this Agreement (hereinafter collectively referred to as the “parties”) deem it to be in their mutual interest to have the urban forester position continued; and

WHEREAS, the parties desire to fund the cost of the urban forester position, and this Agreement sets forth the terms for such funding; and

WHEREAS, this Agreement is made under the authority of N.C. Gen. Stat. § 160A-460 et seq.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto do each contract and agree with the other as follows:

1. In general, the urban forester position provides the following services to the extent that he/she is capable:

- A. **Tree Checks** - field visits for citizens and municipal staff about safety,

- health and management of trees;
- B. **Needs Assessment for Municipalities** - analyze current codes, staffing, tree preservation during development, natural resource management, and environmental issues, creating outlines and strategies, and providing leadership for improving overall tree management;
 - C. **Expert Witness** - service to municipalities for conditional use permitting process and zoning compliance;
 - D. **Public Education** - presentations, provision of materials and other resources to interested parties about the social, economic and environmental benefits of trees and the need for management, low impact development, smart growth, conservation subdivisions, green infrastructure, tree protection during development, and tree ordinances;
 - E. **Subdivision Outreach Program** - neighborhood education about tree issues within a particular subdivision;
 - F. **Professional Consultation** - advice regarding reforestation, landscape and grounds management, landscape design, parks, streetscapes, and other efforts requiring the advice of an urban forester;
 - G. **Board Service** - service as an ex-officio member of tree boards, beautification committees, park committees, etc.;
 - H. **Ordinance Development** - working with staff and citizens to create new ordinances regarding development and tree preservation;
 - I. **Ordinance Revision** - working with staff or civic boards to examine current codes, and to make improvements in the science and management of municipal natural resources;
 - J. **Ordinance Implementation** - site visits and planning meetings regarding compliance with existing codes, policies regarding the preservation and reforestation of trees, and landscaping requirements on development sites;
 - K. **Education & Program Development** - assisting municipal government through leadership, information dissemination and public outreach (i.e. Earth Day, Arbor Day), Tree City USA projects, tree inventory strategies, and staff training on tree and environmental issues;
 - L. **Grant Projects** - working with staff or citizens to create ideas and submit project proposals for grant funding through the federal Urban & Community Forestry Grant Program, or other funding sources; and
 - M. **Technical Plan Review** - review of construction and development plans to determine regulatory compliance.

2. The term of this Agreement shall begin on July 1, 2010 and shall continue until June 30, 2011. Each party to this Agreement shall have the right to withdraw its participation under this Agreement at any time upon thirty (30) days written notice to the other parties to this Agreement. A withdrawal of this nature shall not otherwise affect the effectiveness of this Agreement as to the other parties. Should any municipality listed herein fail to execute this

Agreement, that failure shall not affect this Agreement's effectiveness as to and among the other parties.

3. Union County estimates that its direct costs (consisting of salary and benefits) in continuing the urban forester position for the 2010-2011 Fiscal Year will amount to \$60,671. In consideration of the services of the urban forester, a Union County employee, the municipalities participating under this Agreement agree to pay a portion of Union County's expenses for the urban forester position as indicated below:

Town of Fairview:	\$1,204.36
Town of Hemby Bridge:	\$461.34
Town of Indian Trail:	\$6,454.84
Village of Lake Park:	\$794.88
Town of Marshville:	\$745.00
Village of Marvin:	\$654.91
Town of Mineral Springs:	\$595.85
City of Monroe:	\$8,925.60
Town of Stallings:	\$2,811.99
Town of Unionville:	\$1,854.81
Town of Waxhaw:	\$940.06
Town of Weddington:	\$2,356.60
Village of Wesley Chapel:	\$1,189.47
Town of Wingate:	\$1,010.29

These amounts shall be due within thirty (30) days of receipt of an invoice from Union County. Payments shall be sent to the address indicated on the invoice.

4. If a municipality participating under this Agreement requests a service or a level of service that the urban forester thinks is above the standard level of services provided to all municipalities, he/she will consult the Union County Manager as to whether the services requested should be considered premium services. The Union County Manager, or his designee, will receive the recommendation from the urban forester regarding the proposal for premium services, and will determine whether the urban forester is capable of fulfilling the request. If the Union County Manager (or his designee) determines that the services requested are premium services and that the urban forester is capable of providing the services, the Union County Manager (or his designee) shall negotiate a price for the premium service with the requesting municipality. The agreed upon price shall be paid by the municipality to Union County within thirty (30) days of receipt of invoice following completion of the service. Municipalities that choose not to enter into this Agreement shall also be subject to paying for premium services by the urban forester.

5. The parties agree that the urban forester may not give an opinion that is not made at the request of Union County on any action that may influence property owned or occupied by

Union County without first consulting with the Union County Board of Commissioners.

6. This Agreement may be signed in counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. The parties hereto confirm that any facsimile copy or photocopy of another party's executed counterpart of this Agreement (or its signature page thereof) will be deemed to be an executed original thereof.

7. This Agreement may be supplemented, amended or revised only in writing by agreement of all of the parties who executed this Agreement and who have not withdrawn their participation under this Agreement.

8. Any notice given in connection with this Agreement shall be given in writing and shall be delivered either by hand or by mail to all other parties to this Agreement (not including those who have withdrawn their participation), addressed to the respective parties' clerks.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the day and year above written.

TOWN OF FAIRVIEW: **DRAFT**
Attest: _____ **By:** _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF HEMBY BRIDGE:
Attest: _____ **By:** _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF INDIAN TRAIL:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

VILLAGE OF LAKE PARK:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

DRAFT

TOWN OF MARSHVILLE:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

VILLAGE OF MARVIN:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF MINERAL SPRINGS:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

CITY OF MONROE:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF STALLINGS:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF UNIONVILLE:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

DRAFT

TOWN OF WAXHAW:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF WEDDINGTON:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

DRAFT

VILLAGE OF WESLEY CHAPEL:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

TOWN OF WINGATE:

Attest: _____

By: _____
(Signature)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

UNION COUNTY:

Attest: _____
Lynn West, Clerk to the Board

By: _____
Alfred W. Greene, County Manager

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Director

DRAFT

TOWN OF MINERAL SPRINGS**Salary and Benefit Comparisons and Recommendations
June 10, 2010**

Prepared by Frederick Becker III, Finance Officer

I. Comparative Data

At the request of the town council, the finance officer conducted a study of Mineral Springs staff salaries in May of 2009. The study was based on the North Carolina League of Municipalities' 2008 salary publication, using data for towns similar in population to Mineral Springs. Both the Clerk/Zoning Administrator and Finance Officer positions are unique in Mineral Springs, because the positions each encompass multiple areas of responsibility. As a result, 'apples-to-apples' comparisons were difficult, but our study attempted to create 'weighted averages' based on the various aspects of the job descriptions. As a result of this study, council approved a salary for the full-time clerk/zoning administrator position that was slightly above the League average for similar positions, and a salary for the ½-time finance officer that was slightly below 50% of the League average.

Mineral Springs has never provided any benefits to employees beyond the required federal FICA and Workers Compensation benefits.

In April 2010, council directed the finance officer to study both salaries and benefits for Mineral Springs staff employees, particularly in comparison to other nearby jurisdictions.

Mineral Springs recently assisted the Village of Marvin in conducting a study including Marvin, Weddington, Wesley Chapel, Mineral Springs, and Lake Park, and the findings of that study are shown in the first table. All municipalities provide similar in-house services. Lake Park does not provide zoning, and all of its activities (common area maintenance, park and rec, law enforcement, trash collection) are outsourced.

Mineral Springs has both the lowest population and the lowest annual budget of the group.

Marvin, Weddington, and Wesley Chapel provide benefits to employees that are ½-time or more; Mineral Springs and Lake Park provide no benefits.

In addition to this study, Centralina Council of Governments conducted a study for the Village of Wesley Chapel in January 2010. The methodology of this study was different: it focused on a broad cross-section of similar positions in the region, both public- and private-sector. The findings of this study are summarized in the next two tables (#4a and #7; these table numbers are taken from the full study). Wesley Chapel's salaries, similar to Mineral Springs', fall well below the market averages. Furthermore, even though Wesley Chapel provides the benefits of health insurance, dental insurance, and retirement, these benefits are still below prevailing levels.

Considered on a regional basis rather than strictly on a population basis, Mineral Springs clearly falls well below market in both salaries and benefits.

II. Mineral Springs Analysis

One difference between employment policies in Mineral Springs and those in the other municipalities is that Mineral Springs does not impose fixed hours of work for its employees. The full-time clerk/zoning administrator is required to be at the office at least 12 hours per week, but is expected to work 40 hours per week either in the field or at home as well as at the office. The ½-time finance officer has no required office hours, but is expected to work 20 hours per week in the field, at home, or at the office. Staff are at the office more than the required minimum hours, and always are available to serve the public whenever they are at the office even outside of posted office hours.

Council does not evaluate job performance based on the number of hours worked; instead, council bases its job evaluations on whether or not all expected duties of the employees are completed on a regular basis. Both the clerk/zoning administrator and the finance officer report that they work more than the required 40 and 20 hours per week, respectively.

As a result of the work hours policy, Mineral Springs employees do not have sick days or scheduled vacation days. The flexibility of hours does constitute a “benefit” for employees, because scheduling personal appointments during the work day is a convenience; however, since there are no sick days, there is no rollover or accumulation of “comp time” or other credit. An employee occasionally schedules a full week of vacation time, but this is scheduled in conjunction with another employee so that some duties may continue uninterrupted. Also, employees are always available via cell phone and email in the event of emergencies.

One concern employers tend to have is whether or not salaries and benefits are such that employee recruitment and retention become problems. In spite of the lack of benefits for Mineral Springs employees, retention has not been a problem; the two ½-time or greater employees have both been employed by the town for over 10 years.

III. Available Benefits

The primary benefits provided to municipal employees are:

- Retirement (NC Local Government Employees’ Retirement System - NCLGERS)
- 401-K
- Health/Medical (NC League of Municipalities)
- Dental (NCLM)
- Vision (NCLM)
- Life Insurance (NCLM)

Marvin and Weddington provide almost all of these; Wesley Chapel provides health, dental, vision, and retirement.

The NCLGERS is an extremely well-regarded pension system administered by the NC State Treasurer. It is a subsidiary of the NC State Employees’ system. Although employer contribution

rates are increasing as of July 1, 2010, for the first time in years, the employer rate is still only 6.35%. Mandatory employee contribution is 6%. The plan has a 5-year vesting period.

As expected, health coverage is expensive. The NCLM plans are administered by Cigna; there are four different benefit levels ranging from \$546 to \$694/month for individual coverage. The second-lowest benefit level is the “Med-500” plan, a moderate-benefit \$500-deductible plan that costs \$591/month.

Life insurance is available at many levels, either based on a multiple of salary or based on fixed amounts. Coverage costs \$0.28/\$1,000 per month.

Dental and vision are available at several levels. Dental premiums for individual coverage range from \$16 to \$35.50/month; vision premiums are either \$1/month or \$7/month.

IV. Staff Interviews

Mineral Springs employees are generally satisfied with their employment situation. However, there are some benefits that employees believe would be of great value to them. Both employees would like to participate in the NC Retirement plan.

As for health, the clerk has health benefits through her husband, while the finance officer currently buys his own health insurance on the individual market.

The clerk believes that life insurance would be extremely valuable to her family, while the finance officer has no life insurance needs.

The clerk has limited vision and dental coverage through her husband, while the finance officer has no coverage in either area.

V. Recommendations

The final table shows a comparison between Mineral Springs’ current salary and benefits situation, and projected salary and benefits if the town provided all available benefits except 401-K.

I would recommend that the town begin participating in the state retirement system. The annual cost to the town of the NCLGERS would be \$5,214, a reasonable amount within the context of the town’s salaries and total budget.

Health insurance would cost \$14,184, an amount that I believe would be excessive for the town at this time.

As for dental, vision, and life insurance, the total annual cost for all three benefits for both employees would be \$1,083, a reasonable amount. However, the employees don’t want or need all of these benefits. I would recommend life insurance at 1x salary based predominantly on the clerk’s expressed desire for such coverage.

Alternatively, the town could increase staff salaries by the \$1,083 cost of the benefits and allow the employees to purchase whichever coverages they desired from the League. I would need to find out if the League would permit such voluntary participation in these benefits.

VI. Conclusions

While following the benefits levels recommended in this report would bring Mineral Springs closer to the levels of the comparative towns, it would still place us below the benefit levels of Marvin and Weddington. However, the town council should not necessarily be expected to “keep up with the Joneses” on salary and benefit levels; rather, council should evaluate the overall cost of our employees in the context of Mineral Springs budget as well as the context of comparable municipalities. Just because another municipality provides more does not mean that Mineral Springs needs to become the highest-paying municipality. Council has consistently been frugal with expenditures, and this fiscal responsibility has enabled the town to maintain its level of service and capital improvement while still maintaining a low tax rate and reasonable employment policies.

Council should constantly reevaluate salary and benefit levels and attempt to strike a balance between taking good care of the town’s employees and taking good care of the taxpayers. As revenues grow and/or capital needs decline, council may be in a position to provide enhanced employee benefits in the future.

North Carolina Municipal Salary Analysis (data as of July 2008)
Municipalities with population between 2,500 – 5,000 (Mineral Springs = 2,800)
Data from NC League of Municipalities
Figures are ANNUAL

1. Mayor

Average of 53 Municipalities:	\$4,163
Mineral Springs proposed:	<u>\$4,200</u>

Comments: Mineral Springs current mayor's salary of \$4,800 is 15% above the peer average. Council should consider reducing this salary from \$4,800 to \$4,200.

2. Governing Board

Average of 54 municipalities:	\$2,767
Average size of governing board:	4.03 members
Average total governing board compensation:	\$11,151
Mineral Springs proposed;	<u>\$1,200</u>
Mineral Springs size:	6 members
Mineral Springs proposed total compensation:	\$7,200

Comments: Mineral Springs proposed individual council member salary is 57% below the peer average. Accounting for our larger board, the statewide total board compensation of \$11,151 yields an equivalent per-member salary of \$1,858 for a 6-member board. Our proposed individual salary is 35% below that corrected average. Our tax levy and budget are among the lowest in the state, and Council has consistently favored commensurately low salaries for themselves.

3. Clerk/Planner/Zoning Administrator

Average clerk, 45 municipalities:	\$44,549
Average planning director, 21 municipalities	\$47,201
Average ordinance enforcement, 11 municipalities	\$38,091
Weighted average of all positions:	\$44,349
Weighted average with 3% COLA increase:	\$45,680
Mineral Springs proposed:	<u>\$49,388</u>

Comments: Mineral Springs currently has one position that includes the roles of Clerk, Planner, and Zoning Administrator. Note that the NCLM salary figures reflect FY2008 data; adding a 3% COL allowance brings the average figure up to \$45,680. Unlike elected officials' salaries, it has long been the Mineral Springs board's policy to increase *staff* salaries by 3% annually. Therefore, the \$49,388 proposed salary for our "3-in-1" position is 8% above the average, a difference that would appear justified based upon the other benefits derived from having a single staffer fill all three positions and upon council's high degree of satisfaction with the current staffer's job performance.

4. Finance Officer

Average finance director, 35 municipalities:	\$54,383
Average building maint. supt., 8 municipalities:	\$37,919
Average executive ass't, 6 municipalities:	\$40,619
Average IT specialist, 2 municipalities:	\$49,930
Weighted average of all positions:	\$50,006
Weighted average with 3% COLA increase:	\$51,506
Mineral Springs proposed:	<u>\$25,680</u>

Comments: Although Mineral Springs falls into the 2,500 – 5,000 population range that the above figures reflect, the comparisons are still not completely accurate. In the case of the finance officer, many municipalities in this population range have high levels of services, much larger budgets, bond debt and its associated administration, and a greater workload, and therefore have full-time positions. As with the Clerk/Planner/Zoning Administrator, Mineral Springs has found it advantageous to broaden the finance officer's job description to encompass several related areas of responsibility as shown above. However, time studies I have conducted indicate that the combined duties in all these areas require only a ½-time position. Therefore, I would recommend a salary for the broadly-defined finance officer position of no more than \$25,753 (50% of the average).

5. Tax Collector

Average of 13 municipalities:	\$34,151
Mineral Springs proposed:	<u>\$9,186</u>

The proposed Mineral Springs tax collector's salary is only 27% of the 13-municipality average. On one side, Mineral Springs has one of the lowest tax levies in the state, approximately \$65,000 for current-year taxes. The fact that only 13 municipalities in our population group report having full-time tax collectors reflects the fact that many municipalities assign tax-collection duties to some other position. However, on the other side, with our proposed salary reflecting a 27% position, that salary only allows for an average workload of 11 hours per week. Our tax collector has informed me that she believes that an estimated average time commitment for her current work is 2 hours per day. Tax collection duties are seasonal; during the times of initial bill mailing (September-October), calendar year-end (late December), and second billing of past due accounts (April-May), the workload picks up beyond that amount, but at some other times of the year the workload may drop below that amount.

Job Descriptions for selected positions, from NCLM salary report

The following duties are assigned to our clerk/zoning administrator:

10080 CITY CLERK – Performs administrative and sometimes supervisory work in the maintenance of official municipal records of the municipality and in the performance of all clerk duties as required by law.

10160 PLANNING DIRECTOR – Plans, directs, and participates in conducting studies concerning long-range development plans for the community, reviewing plans for current development projects for compliance to ordinances and plans, and providing support to advisory and governing boards on development in the community. Typically supervises planners and technicians, and may supervise zoning enforcement. Has accountability for planning function even if no positions supervised.

20160 ORDINANCE ENFORCEMENT OFFICER – Enforces various municipal ordinances relating to control and regulation of private property such as weed control, abandoned vehicles, sign, zoning, minimum housing, and similar ordinances.

The following duties are assigned to our finance officer:

10120 FINANCE DIRECTOR – Chief financial officer of the municipal government.

20250 BUILDING MAINTENANCE SUPERINTENDENT – Performs supervisory and administrative work involved in the maintenance, upkeep, and repair of municipal buildings and facilities.

20070 EXECUTIVE ASSISTANT – Performs a variety of administrative, research, liason, and special tasks and duties for the Manager; coordinates assigned projects overlapping several or all operating departments.

20354 IT SPECIALIST – IT staff responsible for troubleshooting network, hardware and software problems; installing, maintaining, and supporting computers, servers, firewalls, remote user connectivity; troubleshooting and repairing connectivity problems; maintaining phone and voice systems; maintenance and upgrades of network components; performing set-up for network, phone, and email accounts.

		EMPLOYER SHARE OF COSTS													
		Health	Dental	Vision	Life	Pension	401k	Death Benefit	STD	Total Benefits	Salary Budget	FICA	WC	Grand Total	
Marvin (pop. 4,096)															
	Administrator	6,504	312	84	168	4,024	3,250	-	-	14,342	65,000				
	Planner	6,504	312	84	168	3,405	2,750	-	-	13,223	55,000				
	Clerk	-	-	-	-	2,600	2,100	-	-	4,700	42,000				
	Admin Asst / Zoning	-	-	-	-	1,526	-	-	-	1,526	24,650				
	Tax Collector / Deputy Clerk	-	-	-	-	-	-	-	-	-	19,200				
	Finance Officer	-	-	-	-	-	-	-	-	-	12,000				
	Grant Writer - vacant	-	-	-	-	-	-	-	-	-	4,200				
	TOTAL	13,008	624	168	336	11,554	8,100	N/A	N/A	33,790	222,050	16,987	3,049	275,875	
Weddington (1) (pop. 11,420)															
	Admin / Clerk	7,116	312	84		4,784	3,063	31		15,389	61,250				
	Planner	7,116	312	84		4,264	2,730	27		14,534	54,600				
	Tax Collector / Permits	7,116	312	84		2,655	1,700	17		11,884	34,000				
	Finance Officer									-	10,500				
	Admin Asst	7,116	312	84		1,322	846	8		9,689	16,925				
	Asst Zoning Admin									-	4,000				
	TOTAL	28,464	1,248	336	420	13,025	8,339	83	432	52,347	181,275	13,868	1,526	249,016	
	(1) Benefits provided to employees who work 20 hrs / week or more														
Wesley Chapel (pop. 6,299)															
	Clerk / Admin	6,000	360			1,677				8,037	34,944				
	Finance (same person)									-	9,240				
	Planner / Zoning Adm	6,000	360			2,400				8,760	50,000				
	Admin Asst									-	4,680				
	TOTAL	12,000	720	24		4,077	N/A	N/A	N/A	16,821	98,864	7,563	470	123,718	

		EMPLOYER SHARE OF COSTS												
		Health	Dental	Vision	Life	Pension	401k	Death Benefit	STD	Total Benefits	Salary Budget	FICA	WC	Grand Total
Mineral Springs (pop. 2,477)														
	Clerk/Zoning/Planner										49,380			
	Finance Officer (plus other)										25,680			
	Tax Collector										9,180			
	Deputy Clerk										12,000			
	TOTAL	NO BENEFITS									96,240	7,362		103,602
Lake Park (pop. 3,338)														
	Clerk / Tax Collector										44,100			
	Finance Officer										10,600			
	Admin Asst										500			
	TOTAL	NO BENEFITS									55,200	4,223		59,423

**Table 4a. Positions Compensated Below Market Actual Averages
Full-Time Annual Calculation**

Position Title	Wesley Chapel Salaries	Market Actual Average	Percent of Minimum
Town Administrator/Clerk	\$43,680	\$57,022	76.6%
Finance/Budget Officer	\$47,840	\$57,203	83.6%
Administrative Assistant	\$31,200	\$31,651	98.6%
Planning/Zoning Administrator	\$50,000	\$54,680	91.4%

**Table 4b. Positions Compensated Below Market Actual Averages
Hourly Calculation**

Position Title	Wesley Chapel Salaries	Market Actual Average	Percent of Minimum
Town Administrator/Clerk	\$21.00	\$27.41	76.6%
Finance/Budget Officer	\$23.00	\$27.50	83.6%
Administrative Assistant	\$15.00	\$15.22	98.6%
Planning/Zoning Administrator	\$24.04	\$26.29	91.4%

Table 7. Benefits Survey Results
January 2010

Benefit type	Market Average Benefit	Wesley Chapel Benefit
Vacation - Years of service	10+ days per year scaled according to length of employment	15 days per year includes vacation and sick leave
Sick leave	12 days per year	sick included in vacation
Holiday leave	10.5 days per year	10 days per year
Individual Health/Dental Insurance	Health and dental generally paid by employer	Health and dental paid by employer (\$530 max)
Family Health/Dental Insurance	Health and dental available and paid by employee	Health and dental available and paid by employee
Life Insurance	Available but varies as a function of salary	Coverage amounts = Salary
Retirement Benefit	Local government retirement system	Local government retirement system
Supplemental Retirement	The majority of responses indicate some matching contribution to all employees (401k)	none
Longevity Pay	none	none
Retiree Health Plan	none	none
Other Benefits	Other benefits include cafeteria plan, flexible spending account, vision insurance, credit union membership, disability benefits, and wellness programs. These vary from jurisdiction and in implementation.	Vision insurance paid for employee and available to family out of pocket

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Frequently Asked Questions about Increase in Employer Contribution to Local Governmental Employees' Retirement System (LGERS)

The Retirement Systems Division of the Department of State Treasurer has received numerous questions about the increase in the employer contribution rate for the Local Governmental Employees' Retirement System (LGERS). We have tried to capture most of the answers to those questions in this document.

1. What is the Local Governmental Employees' Retirement System (LGERS)?

This system provides retirement benefits to employees and retirees of local governments (e.g. counties, cities, and towns) in North Carolina that have elected to participate in the system. Almost all local governments have elected to participate. As of 12/31/2008, there were a total of 123,524 active employees, 44,311 benefit recipients and 879 local governments in the system.

2. What body sets the employer contribution rate for the LGERS system?

The Board of Trustees sets the employer contribution rate equal to the Annual Required Contribution (ARC), as developed by the system actuary (Buck Consultants). An actuary is a credentialed professional with expertise in probability and finance. N.C. Statutes require the use of an actuary to calculate the contribution. The Board approved the increase in question at its January 21, 2010 meeting.

3. Does the rate increase still need to be approved by the General Assembly?

No. General Statute 128-28(a) charges the Board of Trustees with "responsibility for the proper operation of the Retirement System" and 128-30(h) authorizes the Board to "make such changes in the accounting methods and procedures of the System from time to time as, in its opinion, are in the interest of sound and proper administration of the System".

4. When was the last increase?

The last increase in the base contribution rate was effective July 1, 1983. There were annual increases in the years leading up to 1983.

5. How much is the increase?

The employer contribution is increasing from a base rate of 4.80% of pay to 6.35% of pay, i.e. by 1.55% of pay. The dollar amount of the increase will differ depending on the payroll of the local government. The total payroll across all local governments is roughly \$5.3 billion, so the total increase is approximately $\$5,300 \times 1.55\% = \82 million. Roughly half of this increase is for counties and half for municipalities (cities and towns).

Your Retirement System Benefits In Brief

- Automatic membership for eligible employees. See below.
- You and your employer pay the cost of retirement benefits. See page 3.
- Monthly payments at retirement based on your salary, age, and years of credit. See page 4.
- *Unreduced* retirement benefit at age 65 with five years of credit, or at age 60 with 25 years of credit, or at any age with 30 years of credit; *reduced* benefit after age 50 and 20 years of credit, or at age 60 with five years of credit. See page 4.
- A right to a reduced benefit at age 60 after five years of credit, regardless of whether you are working. See page 4.
- Disability benefits available after five years of credit. See page 5.
- Survivor monthly income if you die in active service with 20 years of credit regardless of age; or after age 60 with five years of credit. See page 6.
- Several payment options available to continue income to your beneficiary following your death after retirement. See pages 10 through 12.
- Death benefit paid to your beneficiary if you die in active service after one year of credit, *and if your employer has chosen to give you this benefit.* See page 6.

This section just highlights the System. The following pages describe it in detail.

Becoming A Member Of The System

You become a member of the System on your date of hire if you are a permanent employee of a participating unit and your duties require that you work at least 1,000 hours a year.

A participating unit is any county, city, town or other local government which has agreed to participate in the System.

However, if you are an Agricultural Extension Service employee and a member of the Federal Employees' Retirement System, you may not join this System. You can get more details from your employer.

Shortly after your employer enrolls you in the System, the Retirement System will send you a Form 2C, "Designating Beneficiary(ies) for Retirement System Contributions and the Death Benefit," to complete. On the Form 2C, you will be asked to name your beneficiary(ies) to receive a refund of your contributions and a death benefit, if applicable, if you die before retirement. You can change your beneficiary(ies) at any time by completing another Form 2C, available from your employer or the Retirement System.



Who Pays For The System

You and your employer, and the investment earnings on total contributions pay the cost of providing your retirement benefits.

Your share of the cost, which is automatically deducted from your paycheck, is 6% of your compensation. Your compensation includes all salaries and wages paid to you, from public funds, which you earn at your covered job while working

for your employer. Beginning July 1, 1982, your contributions to the Retirement System *may be* tax sheltered by action of your employer for federal and North Carolina income tax purposes.

Your employer's share of the cost is based on the calculations prepared by an actuary, so that benefits will be funded properly.

Tax-Deferred Savings Advantages

Beginning July 1, 1982, special tax advantages may apply to the contributions you make to the Retirement System because they are made on a before-tax basis provided your employer has taken the proper action; this means that your contributions are deducted from your pay before taxes are calculated. As a result, your taxable income is lowered and the amount of annual taxes you pay is less than if you made contributions on an after-tax basis.

The example below assumes you are married, earn \$30,000 a year, have four people in your family, and contribute 6% of your salary to the Retirement System. The amount of tax you actually pay will depend on current tax rates and your own financial situation.

	After-Tax Savings	Tax-Deferred Savings
Eligible Pay	\$30,000	\$30,000
Tax-Deferred Savings	0	-1,800
Taxable Income	\$30,000	\$28,200
Federal Income Tax Withholding*	-1,882	-1,612
North Carolina State Income Tax Withholding*	-1,259	-1,133
After-Tax Savings	-1,800	0
Take-Home Pay	\$25,059	\$25,455
Increased Take-Home Pay		\$396
*Estimated		

How Your Benefit Is Calculated

Your annual retirement benefit is based on this formula:
1.85% of "average final compensation"
 TIMES
years and months of "creditable service."

Average final compensation means the average of your salary during your four highest-paid years in a row. If your four highest-paid years in a row include a final payment for unused vacation leave and/or prorated longevity, your average final compensation may be increased by the extra payment(s). (Final payments, if any, for unused sick leave or reimbursements for expenses are not includable in your average final compensation.)

Creditable service means any period during which you contribute to the System. In addition, if you were working for your employer before its participation in the System, have unused sick leave, were in military service, or worked out-of-state in related governmental employment, special rules may apply in determining creditable service. See pages 13 through 17 for more details.

If you left the System and withdrew any of your own contributions, you may restore your creditable service by making a lump sum payment, as outlined on page 14.



How To Qualify For Benefits

Becoming Vested

You become vested in the Retirement System once you have completed a minimum of five years of creditable service. This means that you are eligible to apply for lifetime monthly retirement benefits based on the formula, and the age and service requirements described in this handbook, provided you do not withdraw your contributions.

Service Retirement (Unreduced Benefits)

You may retire with an unreduced service retirement benefit after:

- you reach age 65 and complete five years of creditable service,
- you reach age 60 and complete 25 years of creditable service, or
- you complete 30 years of creditable service, at any age.

Early Retirement (Reduced Benefits)

You may retire early with a reduced retirement benefit after:

- you reach age 50 and complete 20 years of creditable service, or
- you reach age 60 (age 55 if you are a fireman) and complete five years of creditable service.

Your early retirement benefit is determined by the same formula as a service retirement benefit multiplied by a reduction percentage based on your age and/or service at early retirement. Since your benefits may be paid over a longer period of time than if you waited until you were eligible for service retirement, they will be reduced. The table on page 8 shows the effect these reductions would have on your benefit.

Benefit comparisons by PPO plan

MUNICIPAL INSURANCE TRUST | 1-800-228-0986 | P.O. BOX 1310 | RALEIGH, NC 27602

For our standard plans. Members with more than 50 employees may customize any of the following plans to meet their needs.

IN-NETWORK BENEFITS

PLAN FEATURES	HEALTHPLUS		CAREPLUS		MED 500		HEALTHBASIC	
Copayment: Office Visit (primary care physician)	\$15		\$20		\$30		\$30	
Copayment: Office Visit (specialty care physician)	\$25		\$30		\$40		\$40	
Copayment: Emergency Room	\$100, then 90% <i>after deductible</i>		\$100, then 85% <i>after deductible</i>		\$100, then 80% <i>after deductible</i>		\$100, then 70% <i>after deductible</i>	
Wellness Benefit (all members over age 2) For dependent children through age 2	\$500 <i>unlimited</i>		\$500 <i>unlimited</i>		\$500 <i>unlimited</i>		\$500 <i>unlimited</i>	
Now includes 100% coverage of screening colonoscopy (subject to age and frequency restrictions as recommended by the American Cancer Society).								
Deductible: Individual/Family	\$300/\$600		\$400/\$800		\$500/\$1,000		\$1,000/\$2,000	
Out of Pocket Maximum: Individual/Family	\$1,000/\$2,000 <i>(including deductible)</i>		\$1,500/\$3,000 <i>(including deductible)</i>		\$2,000/\$4,000 <i>(including deductible)</i>		\$3,000/\$6,000 <i>(including deductible)</i>	
Coinsurance	90% in-network		85% in-network		80% in-network		70% in network	
Inpatient & Outpatient Hospital Services	90%		85%		80%		70%	
\$5 million lifetime maximum for all plans								
Prescription Drug Copayments	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER
Generic	\$ 5	\$ 10	\$ 5	\$ 10	\$ 5	\$ 10	\$ 5	\$ 10
Brand	\$20	\$ 50	\$20	\$ 50	\$20	\$ 50	\$20	\$ 50
Non-Preferred Formulary	\$40	\$115	\$40	\$115	\$40	\$115	\$40	\$115
(30-day supply retail, 90-day supply mail order, per copay)								

OUT OF NETWORK BENEFITS

PLAN FEATURES	HEALTHPLUS		CAREPLUS		MED 500		HEALTHBASIC	
Copayment: Office Visit	N/A, 70% <i>after deductible</i>		N/A, 60% <i>after deductible</i>		N/A, 60% <i>after deductible</i>		N/A, 50% <i>after deductible</i>	
Copayment: Emergency Room*	\$100, then 90% <i>after deductible</i>		\$100, then 85% <i>after deductible</i>		\$100, then 80% <i>after deductible</i>		\$100 then 70% <i>after deductible</i>	
Wellness Benefit (all members over age 2) For dependent children through age 2	\$500 <i>unlimited</i>		\$500 <i>unlimited</i>		\$500 <i>unlimited</i>		\$500 <i>unlimited</i>	
Now includes 100% coverage of screening colonoscopy (subject to age and frequency restrictions as recommended by the American Cancer Society).								
Deductible: Individual/Family	\$300/\$600		\$400/\$800		\$500/\$1,000		\$1,000/\$2,000	
Out of Pocket Maximum: Individual/Family	\$1,500/\$3,000 <i>(including deductible)</i>		\$2,000/\$4,000 <i>(including deductible)</i>		\$2,500/\$5,000 <i>(including deductible)</i>		\$3,500/\$7,000 <i>(including deductible)</i>	
Coinsurance	70%		60%		60%		50%	
Inpatient & Outpatient Hospital Services	70%		60%		60%		50%	
\$5 million lifetime maximum benefit for all plans								
Prescription Drug Copayments	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER	RETAIL	MAIL ORDER
Generic	\$ 5	\$ 10	\$ 5	\$ 10	\$ 5	\$ 10	\$ 5	\$ 10
Brand	\$20	\$ 50	\$20	\$ 50	\$20	\$ 50	\$20	\$ 50
Non-Preferred Formulary	\$40	\$115	\$40	\$115	\$40	\$115	\$40	\$115
(30-day supply retail, 90-day supply mail order, per copay)								

*When defined as true emergency, otherwise the regular out of network coinsurance applies. Emergency room copayment is waived if admitted to the hospital.

These charts are designed to communicate the areas of change within the medical plans. No one should attempt to verify benefits using only these charts, but should refer to the benefit summaries and/or plan booklet.

HDHP w/HSA & HRA PLANS: Please contact your member services representative for plan design information.

Dental Benefits

Municipal Insurance Trust | 1-800-228-0986 | P.O. Box 1310 | Raleigh, NC 27602

Coverage available for a variety of services:

- Preventive (Class I Expenses).
Includes but is not limited to oral exams, cleaning, X-rays.
- Basic Restorative (Class II Expenses).
Includes but is not limited to fillings, periodontal scaling, extractions, root canal therapy.
- Major Restorative (Class III Expenses).
Includes but is not limited to crowns, dentures, bridges.
- Orthodontics for children only
(if elected by governmental unit).

Deductibles are waived for preventive services.

Coverages are based on fixed fee schedule (Plan I) or percentage of reasonable and customary (Plan II and Plan III).

Pretreatment estimate is available if charges for service are expected to be more than \$200.

Coverage details, including limitations and exclusions, are contained in the summary plan description.

Plan Design

	PLAN I	PLAN II	PLAN III
Annual deductible	\$ 50 per individual \$150 per family	\$ 50 per individual \$100 per family	\$ 50 per individual \$100 per family
Annual maximum benefit	\$1,000	\$1,000	\$1,500
Lifetime orthodontic benefit	\$1,000 (children only)	\$1,000 (children only)	\$1,000 (children only)

Coinsurance

Preventive & Diagnostic Care (Class I)	Per schedule (DEDUCTIBLE WAIVED)	100 percent REASONABLE & CUSTOMARY	100 percent REASONABLE & CUSTOMARY
Sealants (Class I) (up to age 14)	Per schedule (DEDUCTIBLE WAIVED)	100 percent REASONABLE & CUSTOMARY	100 percent REASONABLE & CUSTOMARY
Basic restorative care (Class II)	Per schedule	80 percent REASONABLE & CUSTOMARY (DEDUCTIBLE APPLIES)	80 percent REASONABLE & CUSTOMARY (DEDUCTIBLE APPLIES)
Major restorative care (Class III)	Per schedule	50 percent REASONABLE & CUSTOMARY (DEDUCTIBLE APPLIES)	80 percent REASONABLE & CUSTOMARY (DEDUCTIBLE APPLIES)

Administered by CIGNA Healthcare

Life Insurance

- Underwritten by UnumProvident.
- Pays a benefit regardless of the cause of death.
- Benefits are available for elected officials.
- Additional contributory life is available for employees at their expense (see Supplemental Life).
- Eight plans are available:

A. Department heads	\$10,000
All other employees	\$ 5,000
<hr/>	
B. 1 x Salary (all employees)	
<hr/>	
C. 1.5 x salary (all employees)	
<hr/>	
D. 2.0 x salary (all employees)	
<hr/>	
E. \$25,000 – \$15,000 – \$10,000	
(top administrative person, department heads, other employees)	
<hr/>	
F. \$50,000 – \$25,000 – \$15,000	
(top administrative person, department heads, other employees)	
<hr/>	
G. \$10,000 (all employees)	
<hr/>	
H. \$25,000 (all employees)	
<hr/>	
O. \$50,000 (all employees)	

Special Note: for Plans B, C, D life benefits for elected officials will be \$20,000.

- Benefits reduce at ages 65, 70, 75 and upon retirement (see benefit booklet).
- Other plans may be available by request.

Accidental Death and Dismemberment

- Pays a benefit equal to the basic life amount for loss due to accidental injury.
- The loss must occur within 90 days after the date of the accident.
- Pays for the following losses:
 - Loss of life;
 - Loss of more than one member;
 - Loss of one member (one-half benefit).
- Pays for the following losses:
 - Loss of a hand by total severance at or above the wrist;
 - Loss of a foot by total severance at or above the ankle joint;
 - Total loss of the sight of an eye.

Supplemental Life Insurance

- 40 percent participation or must have evidence of insurability.
- No disability premium waiver.
- \$10,000 increments up to \$100,000 maximum. After initial enrollment, annual increase of \$10,000 will be allowed without evidence of insurability.
- Portable upon termination of employment or retirement unless employer provides retiree life benefits.
- Benefits reduce at ages 65, 70 and 75 (see benefit booklet).
- Premium based on age.

AGE	DOLLARS PER \$1,000 COVERAGE
less than 35	\$.10 per month
35-39	\$.13
40-44	\$.20
45-49	\$.34
50-54	\$.54
55-59	\$.87
60-64	\$1.31
65-69	\$1.97
70-74	\$3.72
75-79	\$6.00
80-85	\$9.28

Dependent Life Insurance

- Coverage available on all eligible dependents.¹
- Amount of coverage depends on the age of the dependent.
- Four plans are available:

	PLAN A	PLAN B	PLAN C	PLAN D
Spouse	\$2,000	\$2,500	\$5,000	\$10,000
Unmarried Child(ren) age: 14 days but less than 6 months	\$1,000	\$1,000	\$1,000	\$ 1,000
6 months but less than 26 years	\$2,000	\$2,500	\$5,000	\$10,000

¹Age 19 through 26 if full-time student

**MUNICIPAL INSURANCE TRUST OF NORTH CAROLINA
FINAL RATES - EFFECTIVE JULY 1, 2010**

LIFE INSURANCE

Employee Life & AD&D Insurance (per \$1,000)	0.28
Retiree Life (per \$1,000)	0.28
Dependent Life Insurance - Plan A (\$2,000 per dependent)	0.88
- Plan B (\$2,500 per dependent)	1.06
- Plan C (\$5,000 per dependent)	2.00
- Plan D (\$10,000 per dependent)	4.10

Supplemental Life (\$10,000 increments) Based on Age Schedule

SHORT TERM DISABILITY

Employee 12.00

LONG TERM DISABILITY COVERAGE

Employee .29 per \$100 in monthly salary

VISION CARE INSURANCE

Basic

Employee Only	1.00
Employee and Children	1.00 (2.00)
Employee and Spouse	1.00 (2.00)
Family	2.00 (3.00)

Premier

Employee Only	7.00
Employee and Children	6.00 (13.00)
Employee and Spouse	6.00 (13.00)
Family	13.00 (20.00)

() = Total Premium

		EMPLOYER SHARE OF COSTS												
		Health*	Dental	Vision	Life**	Pension	401k	Death Benefit	STD	Total Benefits	Salary Budget	FICA	WC	Grand Total
Mineral Springs (pop. 2,477)														
	Clerk/Zoning/Planner										49,380			
	Finance Officer (plus other)										25,680			
	Tax Collector										9,180			
	Deputy Clerk (budget)										12,000			
	TOTAL	NO BENEFITS									96,240	7,362		103,602
Mineral Springs (FY2010-11?)														
	Clerk/Zoning/Planner	7,092	318	84	171	3,230				10,895	50,868			
	Finance Officer (plus mayor)	7,092	318	84	108	1,984				9,586	31,248			
	Tax Collector									-	9,456			
	Deputy Clerk (@12 hrs/wk)									-	6,360			
	TOTAL	14,184	636	168	279	5,214	-	-	-	20,481	97,932	7,492		125,905
		*NCLM "Med 500", \$500 deductible, 80%/20%												
		**Based on 1x Salary												

CONTRACT TO AUDIT ACCOUNTS

AGENDA ITEM
#15
6/10/2010

of Town of Mineral Springs
Governmental Unit

On this 13th day of May, 2010, Robert M. Burns, CPA
Auditor
1135 Harding Place, Charlotte, NC 28204
Mailing Address

_____ hereinafter referred to as
the Auditor, and the Town Council of Town of Mineral Springs, hereinafter referred
Governing Board Governmental Unit
to as the Governmental Unit, agree as follows:

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit for the period beginning July 1, 2009, and ending June 30, 2010. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate discretely presented component units, each major governmental and enterprise fund, and the aggregate remaining fund information (nonmajor government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with Government Auditing Standards if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 and the State Single Audit Implementation Act, the auditor shall perform a Single Audit. This audit and all associated workpapers may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the LGC. If the audit and/or workpapers are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners.
3. *This contract contemplates an unqualified opinion being rendered.* If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), or the statements fail to include all disclosures required by GAAP, explain that departure from GAAP in the space below:
4. *This contract contemplates an unqualified opinion being rendered.* The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. *Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.* The audit will have no scope limitations except:
5. If this audit engagement is subject to the standards for audit as defined in Government Auditing Standards, July 2007 revisions, issued by the Comptroller General of the United States, then the Auditor warrants by accepting this engagement that he has met the requirements for a peer review and continuing education as specified in Government Auditing Standards. The Auditor agrees to provide a **copy of their most recent peer review report regardless of the date of the prior peer review report** to the Governmental Unit and the Secretary of the Local Government Commission prior to the execution of the audit contract. (See Item 21.)
6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the LGC by October 31, 2010. If it becomes necessary to amend the due date of the audit a written explanation of the delay must accompany the amended contract.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's system of internal control and accounting as same relates to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU 325 of the AICPA Professional Standards. The Auditor shall file a copy of that report with the Secretary of the Local Government Commission.
8. All local government and public authority contracts for annual or special audits, bookkeeping or other assistance necessary to prepare the Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina require the approval of the Secretary of the Local Government Commission. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the Local Government Commission. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices should be submitted in **triplicate** to the Secretary of the Local Government Commission. The original and one copy will be

Contract to Audit Accounts (cont.) Town of Mineral Springs
(name of unit)

returned to the Auditor. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this agreement, the Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the Local Government Commission, the following fee which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts:

Year-end bookkeeping assistance – [*For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards*] _____

Audit \$ 3,300.00

Preparation of the annual financial statements \$ 300.00

10. The auditor working with local governmental unit that has outstanding revenue bonds will include in the notes to the audited financial statements, whether or not required by the revenue bond documents, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the LGC simultaneously with the local government's audited financial statements unless otherwise specified in the bond documents.
11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, at least, Management's Discussion and Analysis, the financial statements of the governmental unit and all of its component units and notes thereto prepared in accordance with generally accepted accounting principles, combining and supplementary information requested by the client or required for full disclosure under the law, and the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. **The Auditor shall file** with the Local Government Commission two BOUND copies of the report of audit. If reports are received unbound they will **not** be reviewed by the LGC and will be returned to the auditor for binding. In addition, if the North Carolina Office of the State Auditor designates certain programs to be audited as major programs, a turnaround document and a representation letter addressed to the State Auditor shall be submitted to the Local Government Commission. Two bound copies of the report of audit should be submitted if the audit is performed only under the provisions of the State Single Audit Implementation Act or a financial audit is required to be performed in accordance with Government Auditing Standards. Three bound copies of the audit are to be submitted for Councils of Governments. Two bound copies of the audit should be submitted for tax levying Municipalities. Otherwise, one bound copy shall be submitted. Units that operate a 911 fund need to provide an additional copy to the number stated above. Bound copies of the report shall be filed with the Local Government Commission when (or prior to) submitting the invoice for the services rendered. The report of audit, as filed with the Secretary of the Local Government Commission, becomes a matter of public record for inspection and review in the offices of the Secretary by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the Local Government Commission. These audited financial statements are used in the preparation of Official Statements for debt offerings (the auditors' opinion is not included), by municipal bond rating services, to fulfill secondary market disclosure requirements of the Securities and Exchange Commission, and other lawful purposes of the government, without subsequent consent of the auditor. If it is determined by the LGC that corrections need to be made to the unit's financial statements they should be provided within three days of notification unless, another time frame is agreed to by the LGC.
13. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the Local Government Commission, this agreement may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.
14. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted in triplicate to the Secretary of the Local Government Commission for approval. No change shall be effective unless approved by the Secretary of the Local Government Commission, the Governing Board, and the Auditor.
15. Whenever the Auditor uses an engagement letter with the client, Item 16 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 22 of this contract. Engagement letters containing indemnification clauses will not be approved by the Local Government Commission.

Contract to Audit Accounts (cont.) Town of Mineral Springs
(name of unit)

- 16. There are no special provisions except:
1-item 5 No Single Audit 2- Accounting records to be available 8/31/2010
- 17. A separate contract should not be made for each division to be audited or report to be submitted. A separate contract must be executed for each component unit which is a local government and for which a separate audit report is issued.
- 18. The contract must be executed, pre-audited, signed by all parties and submitted in triplicate to the Secretary of the Local Government Commission. The mailing address is 325 North Salisbury Street, Raleigh, North Carolina 27603-1385. The physical address is 4505 Fair Meadow Lane, Suite 102, Raleigh, North Carolina 27607-6449.
- 19. The contract is a tri-party agreement and is not valid until it is approved by the Local Government Commission. Upon approval, the original contract will be returned to the Governmental Unit, a copy will be forwarded to the Auditor, and a copy retained by the Secretary of the Local Government Commission. The audit should not be started before the contract is approved.
- 20. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the Local Government Commission.
- 21. If this audit engagement is not subject to Government Auditing Standards, then Item 5 shall be listed as a deleted provision in Item 22. An explanation must be given for deleting this provision.
- 22. All of the above paragraphs are understood and shall apply to this agreement, except the following numbered paragraphs shall be deleted: (See Item 15.)

Firm Robert M. Burns, CPA

By Robert M. Burns

(Please type or print name)

(Signature of authorized audit firm representative)

Email Address: rmbcpa@aol.com

Date 5/13/2010

By _____
(Please type or print name and title)

(Signature of Mayor/Chairperson of governing board)

Date _____

Email Address _____

By _____
(Chair of Audit Committee- please type or print name)

(Signature of Audit Committee Chairperson)

Date _____
(If unit has no audit committee, this section should be marked "N/A.")

Email address _____

Approved by the Secretary of the Local Government Commission as provided in Article 3, Chapter 159 of the General Statutes or Article 31, Part 3, Chapter 115C of the General Statutes.

For the Secretary, Local Government Commission

(Signature)

Date _____

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Governmental Unit Finance Officer (Please type or print name)

(Signature)

Date _____

(Preaudit Certificate must be dated.)

Email address _____



Mineral Springs Conservation Easement LAND STEWARDSHIP FUND BUDGET

Prepared for: Town of Mineral Springs
Project Name: Mineral Springs Greenway Conservation Easement
Date Prepared: April 6, 2009
Location of Property: Mineral Springs, NC
Acreage in Conservation: 11±
Importance: Open space and water quality protection

Purpose of the Fund:

In accepting a conservation easement or fee simple ownership of a property, the Catawba Lands Conservancy is making an important long-term commitment. The Conservancy assumes the legal responsibility of carrying out the donor's intentions (conservation purposes or values) by upholding the terms of the conservation easement or the conservation intent of the land donation – forever. In fact, the IRS regulations that empower the Conservancy to function as a nonprofit conservation organization eligible to accept and defend tax-deductible conservation easements *require* that the “eligible donee...have the resources to enforce the restrictions” of the easements.

The Conservancy provides an important service in monitoring land over a long period of time. It accomplishes this monitoring and stewardship through regular and systematic communication and documentation. The Conservancy visits the land at least once per year to determine the consistency of the use of the land with the easement's restrictions or the donor's intentions, and then prepares a report on the status of the property. If a violation is found, the Conservancy will take immediate action to prevent further damage and remedy the problem. This action generally requires only explanation and negotiation of a solution. However, legal remedies may be taken if necessary.

At the very least, this stewardship and monitoring responsibility involves costs for staff time, travel, photographs, and documentation for annual site visits and preparation of monitoring reports. For this purpose, the Conservancy requires the establishment of a Land Stewardship Fund (LSF) for the property. The amount, based on projected costs, is set aside and placed in the Conservancy's restricted LSF solely to cover the future costs of monitoring, managing, and defending the property.

In effect, the LSF is the land or conservation easement donor's insurance policy, providing security to the donor and the Conservancy that the land will be protected forever. Without the Fund, the conservation donation is, at best, a statement of good intentions.

Mineral Springs Greenway Conservation Easement Annual Monitoring and Management Costs:

Pre-monitoring staff costs- .5 hour(s) at \$50/hour	\$25
Monitoring staff costs- 1.50 hours at \$50/hour	\$75
Post-monitoring staff costs- .75 hour at \$50/hour	\$38
Data collection (photos, aerial photos, maps/GIS)	\$25
<u>Travel—66 miles @ \$0.505/mile</u>	<u>\$33</u>
Total Monitoring and Management Costs	\$196

**STEWARDSHIP DONATION NEEDED TO
FUND ANNUAL COSTS (\$196/.045) *\$4,300**

* This is based on the Conservancy's investment policy for the Land Stewardship Fund, limiting the distribution of investment income to no more than 4.5%. Any remaining investment income is invested back into the principal in order to compensate for the historical effects of inflation.

Costs of Managing Mineral Springs Greenway Conservation Easement in Perpetuity

Staff Investigation and Negotiation	\$1,500
Legal Counsel	\$1,500

**TOTAL DEFENSE FUND NEEDED TO PROTECT
THE MINERAL SPRINGS GREENWAY
CONSERVATION EASEMENT \$3,000**

TOTAL STEWARDSHIP DONATION REQUESTED FOR THE MINERAL SPRINGS GREENWAY CONSERVATION EASEMENT \$7,300

STATE OF NORTH CAROLINA
TOWN OF MINERAL SPRINGS

**ORDINANCE TO AMEND
THE MINERAL SPRINGS CLEAN WATER MANAGEMENT TRUST FUND
CAPITAL PROJECT ORDINANCE**

O-2009-xx

WHEREAS, purchase of 12.03 acres in the Copper Run subdivision authorized by the Clean Water Management Trust Fund Project Ordinance has been completed; and

WHEREAS, additional funding is required to endow a Stewardship Fund with the Catawba Lands Conservancy to provide monitoring and legal defense of the related Harrington Hall conservation easement;

NOW, THEREFORE, BE IT ORDAINED, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, Capital Project Ordinance O-2008-02 is hereby amended as follows:

Section 1: The project is authorized as described in section 3, and involves the purchase of 12.03 acres of property in the Copper Run subdivision from Niblock Development Corporation, utilizing a \$307,000 North Carolina Clean Management Trust Fund (CWMTF) grant as further described in CWMTF Grant Contract #2007-021. The purchase adds to existing open space and greenway land, and includes a cash match by the town of \$30,075. The agreed-upon purchase price of the 12.03-acre tract is \$300,750, and the total acquisition cost authorized by the grant contract is \$337,075 including surveys, appraisals, legal and recording fees, and purchase administration by the Catawba Lands Conservancy.

The contract with the CWMTF requires donation of a conservation easement to the Catawba Lands Conservancy (CLC) on approximately 11 adjoining acres owned by the Town of Mineral Springs and located in the Harrington Hall subdivision. This conservation easement requires the establishment of a stewardship endowment in the amount of \$7,300 with the CLC in order to provide monitoring and legal defense of the conservation easement in perpetuity.

Section 2: It is estimated that the following revenues will be available to complete those projects described in section 3:

NC CWMTF Grant Funding	\$307,000
Town of Mineral Springs General Fund Balance	\$30,075
Additional Mineral Springs General Fund Balance	\$7,300
Total	\$344,375

Section 3: The following amounts are appropriated for the projects of the Capital Project fund:

Copper Run 12.03-acre Open Space Land Purchase	\$337,075
Catawba Lands Conservancy Stewardship Endowment	\$7,300
Total	\$344,375

Section 4: The Finance Officer is hereby directed to maintain, within the CWMTF Grant Capital Project Fund sufficient detailed accounting records for the project authorized.

Section 5: The Finance Officer is directed to report annually on the financial status of the CWMTF Grant Capital Project Fund.

Section 6: The Finance Officer is authorized to transfer funds as required from the General Fund balance into the CWMTF Grant Capital Project Fund.

Section 7: Copies of this Town Hall Capital Project Ordinance Amendment shall be filed with the Town Clerk and the Finance Officer.

ADOPTED this the 10th day of June, 2010.

Frederick Becker III, Mayor

Attest:

Vicky A. Brooks, Clerk